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Tender

The Provision of Debt Collection Agency Services

Health & Safety Executive

F02: Contract notice

Notice identifier: 2023/S 000-037862

Procurement identifier (OCID): ocds-h6vhtk-04299c

Published 22 December 2023, 2:38pm

Section I: Contracting authority

I.1) Name and addresses

Health & Safety Executive

Redgrave Court, Merton Road

BOOTLE

L207HS

Email

tenders@hse.gov.uk

Country

United Kingdom

Region code

UKD73 - Sefton

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.hse.gov.uk

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/hse>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/hse>

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Social protection

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Provision of Debt Collection Agency Services

Reference number

HSE/T4428a

II.1.2) Main CPV code

- 66000000 - Financial and insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

HSE requires a Contractor to improve debt collection through effective use of data and analytics and effective supplier, contract, and relationship management.

II.1.5) Estimated total value

Value excluding VAT: £1,680,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)
- UKL - Wales
- UKM - Scotland

II.2.4) Description of the procurement

The Planning, Finance and Procurement Division (PFPD) is part of the Health and Safety

Executive (HSE). PFPD employs around 100 people comprising of various roles including cost recovery, administrative, accountants, fraud, estates, assurance and risk at HSE's headquarters in Redgrave Court, Bootle. The Cost Recovery and Expenses (CRE) Team are responsible for invoicing and debt recovery, and are seeking to appoint a DCA to form part of the debt recovery area of work.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £1,680,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

It is the Authority's intention to re-let this contract when it expires using the Procurement Regulations in place at the time of publishing.

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

It will be possible to extend the contract for a further 2 years.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

Accelerated procedure

Justification:

All tender documents and communication will be via electronic means.

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

30 January 2024

Local time

1:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

30 January 2024

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Tommy Johnson - Head of Procurement

Redgrave Court, Merton Road

Bootle

L20 7HS

Email

tenders@hse.gov.uk

Country

United Kingdom