

**United Kingdom-London: Legal advisory and information services**

OJ S 7/2017 11/01/2017

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Money Advice Service

Postal address: 120 Holborn

Town: London

NUTS code: UK United Kingdom

Postal code: EC1N 2TD

Country: United Kingdom

Contact person: Chris Caesar

E-mail: [Procurement.GMB@moneyadvice.org.uk](mailto:Procurement.GMB@moneyadvice.org.uk)**Internet address(es):**Main address: [www.moneyadvice.org.uk/](http://www.moneyadvice.org.uk/)**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:

<https://mas.bravosolution.co.uk>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://mas.bravosolution.co.uk>[bravosolution.co.uk](https://mas.bravosolution.co.uk)

Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

General public services

**Section II: Object**

---

**II.1. Scope of the procurement****II.1.1. Title**

Specialist Adviser Support Services.

Reference number: RMP 16-93

**II.1.2. Main CPV code**

79140000 Legal advisory and information services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The Money Advice Service is seeking to appoint a Supplier for the provision and operation of a Specialist Support Debt Advice Service to ensure advisers have access to a comprehensive framework of specialist support to help with complex cases and to enable clients to receive accurate and timely advice.

#### **II.1.5. Estimated total value**

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

79100000 Legal services, 98000000 Other community, social and personal services, 79112000 Legal representation services, 79111000 Legal advisory services, 79110000 Legal advisory and representation services, 79410000 Business and management consultancy services, 79000000 Business services: law, marketing, consulting, recruitment, printing and security, 79412000 Financial management consultancy services, 79400000 Business and management consultancy and related services, 79510000 Telephone-answering services, 79512000 Call centre, 79500000 Office-support services

#### **II.2.3. Place of performance**

NUTS code: UK United Kingdom

#### **II.2.4. Description of the procurement**

Specialist Adviser Support Services.

#### **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**

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

Duration in months: 36

This contract is subject to renewal: no

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: no

#### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

#### **II.2.14. Additional information**

### **Section III: Legal, economic, financial and technical information**

---

#### **III.1. Conditions for participation**

##### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

Suppliers Instructions How to Express Interest in this Tender: 1. Register your company on the eSourcing portal (this is only required once) — Browse to the eSourcing Portal: <https://mas.bravosolution.co.uk> and click the link to register — Accept the terms and conditions and click 'I agree' — Enter your correct business and user details — Note the username you chose and click 'Save' when complete — You will shortly receive an email with your unique password (please keep this secure) 2. Express an Interest in the tender — Login to the portal with the username/password — Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) — Click on the relevant PQQ/ ITT to access the content. — Click the 'Express Interest' button at the top of the page. — This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only). — You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box 3. Responding to the tender — Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining). — You can now use the 'Messages' function to communicate with the buyer and seek any clarification — Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT — There may be a mixture of online and offline actions for you to perform (there is detailed online help available). You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

As part of the process there will be an Information Day for all interested parties. Attendance is not mandatory but you will need to be registered and submit an Expression of Interest via the eSourcing portal. The event will take place on 24.1.2017 at ETC Venues, 51-53 Hatton Garden, London, EC1N 8HN.

### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

## **Section IV: Procedure**

---

### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

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

The procurement is covered by the Government Procurement Agreement: yes

### **IV.2. Administrative information**

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

Date: 24/02/2017 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4.**

**Languages in which tenders or requests to participate may be submitted**  
English

**IV.2.6. Minimum time frame during which the tenderer must maintain the tender**  
Tender must be valid until: 23/08/2017

**IV.2.7. Conditions for opening of tenders**  
Date: 24/02/2017 Local time: 12:00

## **Section VI: Complementary information**

---

**VI.1. Information about recurrence**  
This is a recurrent procurement: yes

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**  
Official name: Money Advice Service  
Postal address: 5th Floor, 120 Holborn  
Town: London  
Postal code: EC1N 2TD  
Country: United Kingdom

**VI.5. Date of dispatch of this notice**  
09/01/2017