

UK-Kilwinning: accounting services

OJ S 196/2012 11/10/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Accountant in Bankruptcy

Postal address: 1 Pennyburn Road,

Town: Kilwinning

Postal code: KA13 6SA

Country: United Kingdom

For the attention of: Kath Cowan

Telephone: +44 3002002600

Fax: +44 3002002601

Internet address(es):

General address of the contracting authority: <http://www.aib.gov.uk>

Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00233

Additional information can be obtained from:

Official name: Accountant in Bankruptcy

Postal address: 1 Pennyburn Road

Town: Kilwinning

Postal code: KA13 6SA

Country: United Kingdom

For the attention of: Kath Cowan

Telephone: +44 3002002600

Fax: +44 3002002601

Internet address: <http://www.aib.gov.uk>

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Accountant in Bankruptcy

Postal address: 1 Pennyburn Road

Town: Kilwinning

Postal code: KA13 6SA

Country: United Kingdom

For the attention of: Kath Cowan

Telephone: +44 3002002600

Fax: +44 3002002601

Internet address: <http://www.aib.gov.uk>

Tenders or requests to participate must be submitted: Official name: Accountant in Bankruptcy

Postal address: 1 Pennyburn Road

Town: Kilwinning

Postal code: KA13 6SA

Country: United Kingdom

For the attention of: Procurement Department

Telephone: +44 3002002600
Fax: +44 3002002601
Internet address: <http://www.aib.gov.uk>

I.2. Type of the contracting authority

Ministry or any other national or federal authority, including their regional or local subdivisions

I.3. Main activity

Economic and financial affairs

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Insolvency Services.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 27: Other services

Main site or place of performance: Scotland.

NUTS code UKM Scotland

II.1.3. Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement
: 18

Duration of the framework agreement

Duration in years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 12 000 000 and 14 000 000 GBP

II.1.5. Short description of the contract or purchase(s)

Accountant in Bankruptcy is an Agency of the Scottish Government in terms of the Scotland Act 1998. The Chief Executive is also the Accountant in Bankruptcy (the Accountant), who is an independent statutory officer appointed under Section 1 of the Bankruptcy (Scotland) Act 1985 as amended.

The Accountant in Bankruptcy has responsibility for certain statutory functions in Scotland, including the following:

- Act as trustee in all sequestrations awarded by The Accountant in Bankruptcy, where The Accountant does not appoint a person to be the trustee (by virtue of Section 2(1B) of the Act),
- Act as Trustee in all sequestrations awarded by the sheriff courts, where a sheriff does not appoint a person to be trustee (by virtue of Section 2(2C) of the Act),
- Act as interim trustee before the award of sequestration, if appointed by the sheriff, except those where an alternative interim trustee is appointed when nominated by the petitioning creditor (by virtue of Section 2(6)(b) of the Act),

— Act as trustee on the resignation or death of the original trustee and no new trustee is elected (by virtue of Sections 28(5)(a) and 28A(2)(b) of the Act).

The Accountant in Bankruptcy requires the services of providers to administer bankruptcy cases where she has been appointed Trustee. The providers will be expected to carry out the functions of the Trustee in accordance with the terms of the Bankruptcy (Scotland) Act 1985 as amended. They will be appointed to act on behalf of the Accountant in Bankruptcy. The Accountant in Bankruptcy will remain the Trustee throughout.

Note: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=240708.

The awarding authority has indicated that it will accept electronic responses to this notice via a 'Tender Submission Postbox' facility. Further details of this facility are available at http://www.publiccontractsscotland.gov.uk/PostBox/Postbox_Explain.aspx?ID=240708.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. The postbox closes precisely at the time stated.

II.1.6. CPV code(s)

79211000 Accounting services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT:

Range: between 12 000 000 and 14 000 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Option to extend for further 2 x 12 month periods.

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Information about lots

Lot No: 1

Lot title: Grampian/Northern Isles, Highlands/Western Isles, Central, Fife and Tayside Regions

1) Short description

This lot will include allocated cases where the sequestration address is within the following sheriffdoms: Aberdeen, Banff, Kirkwall, Lerwick, Peterhead, Stonehaven, Dingwall, Dornoch, Fort William, Inverness, Lochmaddy, Portree, Stornoway, Tain, Wick, Elgin, Alloa, Arbroath, Cupar, Dundee, Dunfermline, Falkirk, Forfar, Kircaldy, Perth, Stirling.

2) CPV code(s)

79211000 Accounting services

3) Quantity or scope

The PQQ document provides details of the number of cases allocated to this region in the years 2009-2012. These figures are for information only. No volumes are guaranteed.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: North Strathclyde, South Strathclyde

1) Short description

This lot will include allocated cases where the sequestration address is within the following sheriffdoms: Glasgow, Campbeltown, Dumbarton, Dunoon, Greenock, Oban, Paisley, Rothesay, Airdrie, Hamilton, Lanark.

2) CPV code(s)

79211000 Accounting services

3) Quantity or scope

The PQQ provides details of the number of cases allocated in this region in the years 2009-2012. Numbers are for information only. No volumes are guaranteed.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Ayrshire, Dumfries & Galloway, Lothian and Borders

1) Short description

This lot will include allocated cases where the sequestration address is within the following sheriffdoms: Ayr, Kircudbright, Stranraer, Dumfries, Kilmarnock, Duns, Edinburgh, Haddington, Jedburgh, Linlithgow, Peebles, Selkirk.

2) CPV code(s)

79211000 Accounting services

3) Quantity or scope

The PQQ provides details of the number of cases allocated in this region in the years 2009-2012. Numbers are for information only. No volumes are guaranteed.

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

A parent company guarantee or a bank guarantee may be required.

III.1.2.

Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

If a consortium is awarded this contract, the members of the consortium will be required to form a single legal entity before entering into, or as a term of the contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The administration of bankruptcy cases allocated under this framework must be carried out in accordance with the Bankruptcy (Scotland) Act 1985 as amended.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 18

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

AIB148482-2012

IV.3.2. Previous publication concerning this procedure

Prior information notice

Notice number in the OJ S: [2012/S 92-151701](#) of 15.5.2012

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

16.11.2012 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

3.12.2012

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

(SC Ref:240708).

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2012 may bring proceedings in the Sheriff Court or the Court of Session.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

9.10.2012