

United Kingdom-Manchester: Legal services

OJ S 183/2015 22/09/2015

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: HM Revenue & Customs

Postal address: Commercial Directorate, 5th Floor West, Ralli Quays, 3 Stanley Street, Salford

Town: Manchester

Postal code: M60 9LA

Country: United Kingdom

Contact person: Please refer to section VI.3 (Additional Information) which clarifies the procedure regarding access to and submission of tender documentation

For the attention of: Lee Gibson

E-mail: lee.gibson@hmrc.gsi.gov.uk

Telephone: +44 3000587790

Internet address(es):General address of the contracting authority: www.gov.uk/government/organisations/hm-revenue-customsElectronic access to information: <https://www.gov.uk/contracts-finder>Electronic submission of tenders and requests to participate: <https://sourcing.hmrc.gov.uk/sso/jsp/login.jsp>**Additional information can be obtained from:**

the abovementioned address

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

the abovementioned address

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

Other: direct and indirect taxes

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**

15-SCR-Insolvency Practitioners (Scotland)-623.

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

Services

Service category No 21: Legal services
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
: 31

Duration of the framework agreement

Duration in years: 2

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

Estimated value excluding VAT:

Range: between 1 500 000 and 2 000 000 GBP

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

Legal services. Accounting and auditing services. HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are out with the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of organisations with named IPs who can be nominated to accept appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with their individually named IPs, with each panel having responsibility for a Sherriffdom of Scotland. Each panel will consist of 5 or 6 organisations with named individual IPs, with a reserve list to cover contingencies.

Accordingly, the procurement exercise will be divided into lots.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is an estimate of how much HMRC anticipates it will need to cover (pay) in cases where there are insufficient/no assets to cover the IPs costs /fees. The figure is for the whole of Scotland (only), includes the possible extension i.e. total is for 2 years and makes assumptions that historic volumes remain the same. Further data with regards to historical volumes is available within the tender documentation, covering total appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

To register an interest for this opportunity and receive access to HMRC's online procurement tool (Emptoris) containing tender documents, further information and the submission/application process please send an email to e.procurement@hmrc.gsi.gov.uk any time up to, but no later than 12:00 (Midday) 19.10.2015. This email should contain:

- (a) the contract reference '15-SCR-Insolvency Practitioners (Scotland)-623';
- (b) a contact email address;
- (c) a contact name; and
- (d) the company name and contact telephone number.

Economic operators who have complied with the foregoing will receive details of how to access the online Tender documentation. (If an email response from HMRC is not received within 1 working day of your request, re-contact e.procurement@hmrc.gsi.gov.uk (after first checking your spam in-box) notifying non-receipt and confirming when the request was first made).

Tender documentation will also be available for viewing on-line at <https://www.gov.uk/contracts-finder>

II.1.6. CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing 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

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with suitable and named individual Insolvency Practitioners (IPs), each panel having responsibility for a Sheriffdom of Scotland. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation. The value quoted of 1 500 000 GBP-2 000 000 GBP is an estimate of the anticipated Scotland wide (only) spend by HMRC to cover IP fees and outlays for appointments where there are insufficient assets only over the length of the contract including extensions if utilised.

Estimated value excluding VAT:

Range: between 1 500 000 and 2 000 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Option to extend framework for a period of up to 12 months after initial /primary term.

II.2.3. Information about renewals

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

Duration in months: 12 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Glasgow and Strathkelvin

1) Short description

HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are out with the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of service providers with named IPs who can be nominated to accept appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with their individually named IPs, with each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 1 will consist of 6 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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2) CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing services

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with named individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No.1 will consist of 6 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Grampian, Highland and Islands

1) Short description

HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are out with the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of service providers with named IPs who can be nominated to accept appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with named IPs, each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 2 will consist of 5 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total

appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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2) CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing services

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with named individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No. 2 will consist of 5 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Lothian and Borders

1) Short description

HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are outwith the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of named IPs who can be nominated to accept

appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with individually named IPs, with each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 3 will consist of 5 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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2) CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing services

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with named individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No. 3 will consist of 5 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 4

Lot title: North Strathclyde

1) Short description

HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are out with the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of named IPs who can be nominated to accept appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with individually named IPs, with each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 4 will consist of 5 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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Tender documentation will also be available on-line at <https://www.gov.uk/contracts-finder>

2) CPV code(s)

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with named individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No. 4 will consist of 5 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 5

Lot title: South Strathclyde, Dumfries and Galloway

1) Short description

HM Revenue and Customs (HMRC) takes insolvency proceedings against limited companies, individuals and other entities which have failed to make payment and where other avenues of recovery have been exhausted and insolvency is deemed appropriate. A large majority of proceedings in Scotland are initiated by HMRC's Edinburgh Enforcement and Insolvency (EISE) office. The scope of this requirement is limited to proceedings initiated by EISE. Proceedings at the instance of other arms of HMRC (e.g. Special Investigations) are out with the scope of this requirement.

In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of named IPs who can be nominated to accept appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with individually named IPs, with each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 5 will consist of 5 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total

appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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2) CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing services

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 service providers with named individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No.5 will consist of 5 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 6

Lot title: Tayside, Central and Fife

1) Short description

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In Scotland, when a creditor petitions the court to wind up a limited company, legislation requires the creditor to nominate an insolvency practitioner (IP) to act as liquidator. HMRC's basic requirement is to establish a framework of named IPs who can be nominated to accept

appointments as interim liquidators. In addition IPs may be required to accept nominations to act as interim trustees, provisional liquidators and other appointments. IPs may also be asked to carry out preliminary investigative work from time to time.

This procurement exercise will allow the Authority to establish a number of location based panels of IPs with formal arrangements in place (primarily around fees and outlays) between operators on the Framework and HMRC (EISE).

The Framework will establish 6 panels of service providers with individually named IPs, with each panel having responsibility for a Sheriffdom of Scotland. Accordingly, the procurement exercise will be divided into lots. The panel for Lot No. 6 will consist of 5 service providers, with a reserve list to cover contingencies.

Estimated Value — Given the nature of this requirement, HMRC can offer no guarantee of future volumes or values of assignments to be placed through the Framework once established. It is expected that IPs will recover fees and outlays where there are sufficient assets. The value range shown in this notice is based on historic payments made by HMRC to IPs in cases where there were insufficient/no assets to cover the IPs costs/fees. The data with regards to historical volumes is available within the tender documentation and covers total appointments irrespective of asset position e.g. both sufficient and insufficient asset cases are covered in the volumes, as a guide for potential providers.

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2) CPV code(s)

79100000 Legal services, 79210000 Accounting and auditing services

3) Quantity or scope

The intention is to create a framework of 6 panels, each panel will consist of 5 or 6 named service providers with individual Insolvency Practitioners (IPs) with each panel having responsibility for a Sheriffdom of Scotland. The panel for Lot No.6 will consist of 5 service providers. Reserve lists will be established to cover contingencies. Given the nature of the work it is not possible to provide any guarantee of work that will be made available through this framework. As far as possible HMRC (EISE) will approach IPs to accept nominations on a rota basis. However, on occasion it may be necessary where an identified skill, knowledge or capacity issue arises to depart from the rota in order to achieve improved outcomes for the Authority. In any event, work will be allocated so that no firm receives more than 40 % of nominations in a Sheriffdom in a 12 month period. In exceptional circumstances the Authority reserve the right to nominate an IP who is not a member of the panel, and who may not be associated with any firm whose IPs are on the panel. Although no guarantee of volumes can be given there is historical data provided within the tender documentation.

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

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

HMRC operates an Enterprise Resource Planning (electronic trading/ordering) system. Successful tenderers will be required to provide information so that they can be adopted onto the system. Payment will be made by BACS within 30 days of receipt of a valid invoice.

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

III.1.4. Contract performance conditions

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

Description of particular conditions: Any contract or framework agreement awarded will be subject to the Authority's Conditions of Contract.

III.2. Conditions for participation

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

List and brief description of conditions: As stated in Section VI.3), HMRC is using an e-sourcing (eTendering) tool/application for this procurement. Tenders will normally not be fully considered or evaluated unless Tenderers have first demonstrated that they have the necessary personal standing and are eligible and suitable to be awarded a public contract. Tenderers will therefore be required to provide a statement within an online 'selection questionnaire' as to whether any of the circumstances (relating to mandatory and discretionary grounds for exclusion) described in Regulation 57 of the Public Contracts Regulations 2015 apply. Revenue compliance will be considered and checks will be undertaken throughout the tendering exercise, using, as applicable, information from HMRC's own records. UK applicants will be required to provide their tax reference numbers e.g. Value Added Tax registration number, PAYE collection, Self Assessment reference etc. as applicable. Overseas or non-UK tenderers will be required to submit a certificate of tax compliance obtained from the country in which they are resident for tax purposes. If a company is a subsidiary, a member of a group or consortium, the above details may also be required in respect of the parent company, other group/consortium members as appropriate.

III.2.2. Economic and financial ability

List and brief description of conditions: As stated in Section VI.3), HMRC is using an e-sourcing (eTendering) tool/application for this procurement. Tenders will normally not be fully considered or evaluated unless Tenderers have first demonstrated via the online 'selection questionnaire' that they have the necessary economic or financial capacity to perform the contract. Actual requirements will vary depending on the contractual opportunity, but, as a minimum, the questionnaire will request the following information:

1) Audited Accounts (to include balance sheet and statement of profit and loss) or similar financial statements/information.

2) Statement of turnover in respect of required services.

3) Details of insurances as applicable e.g. Public Liability, Employers Liability etc.

If a company is a subsidiary, a member of a group or a consortium, the above details may also be required in respect of parent company, group members etc. as appropriate.

III.2.3. Technical and professional ability

List and brief description of conditions:

As stated in Section VI.3), HMRC is using an e-sourcing (eTendering) tool/application for this procurement. Tenders will normally not be fully considered or evaluated unless Tenderers have first demonstrated via the online 'selection questionnaire' that they have the necessary technical capacity to perform the contract. Actual requirements will vary depending on the particular contractual opportunity, but as a minimum, the questionnaire will request the following information:

1) Details of the principal business area(s) in which the company is engaged and its structure, site locations and facilities.

2) Evidence of previous relevant experience in the last 3 years demonstrating capacity and ability to provide the required services, inclusive of dates, size/value of the undertaking and customer contact details for reference purposes.

3) Information relating to compliance with Health and Safety, Equalities and Environmental legislation.

4) Details of professional associations or trade bodies to which the organisation and/or individuals belong.

If a company is a subsidiary, a member of a group or consortium, the above details may also be required in respect of parent company or other group members.

3).

Minimum level(s) of standards possibly required:

Each named individual must;

— Be qualified to act as an IP in the UK, holding a current authorisation from a body recognised under the Insolvency Act 1986 or from the Secretary of State for Trade and Industry.

— Hold a current insolvency bond.

— Not be bankrupt or have had a receiving order or administration order or bankruptcy restrictions order made against him or have made any composition or arrangement with or for the benefit of his creditors or have made any conveyance or assignment for the benefit of his creditors or appear to be unable to pay, or to have no reasonable prospect of being able to pay, a debt within the meaning of section 268 of the Insolvency Act 1986, or article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland have granted a trust deed for creditors or become otherwise apparently insolvent, or be the subject of a petition presented for sequestration of his estate, or be the subject of any similar procedure under the law of any other state.

— Not have liabilities which are the subject of a Debt Payment Programme under the Debt Arrangement Scheme (Scotland) Regulations 2011 or the Debt Arrangement Scheme (Scotland) Regulations 2004.

— Not have been convicted of a criminal offence relating to the conduct of his business or profession.

— Not have committed an act of grave misconduct in the course of his business or profession.

— Not have failed to fulfil all obligations relating to the payment of social security contributions and taxes under the law of the UK.

— Not be the subject of current disciplinary proceedings by his or her Recognised Professional Body (RPB).

— Not have been the subject of disciplinary proceedings by his or her Recognised Professional Body (RPB) and have been disciplined as a result.

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

Open

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

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 Criteria below

1. Award criteria — social, environmental and innovative characteristics. Weighting 5
2. Award criteria — technical merit — schedule A service requirements. Weighting 55
3. Award criteria — technical merit — schedules B-G management activity. Weighting 5
4. Award criteria — technical merit schedule H-I security and business continuity. Weighting 5
5. Award criteria — schedule J cost effectiveness. Weighting 30

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

15-SCR-Insolvency Practitioners (Scotland) -623

IV.3.2. Previous publication concerning this procedure

no

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

22.10.2015 - 17:00

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

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

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

VI.3. Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

HMRC is conducting this tendering exercise under the OJEU Open procedure and is using an eSourcing (eTendering) tool. (Information about the e-sourcing application, and about supplying to HMRC in general, is available on the website:

<https://www.gov.uk/government/organisations/hm-revenue-customs/about/procurement>

Economic operators who require access to the online tender documentation must send an e-mail to e.procurement@hmrc.gsi.gov.uk anytime up to, but no later than 12:00 (midday) on 16.9.2015.

This email should contain:

- (a) the contract reference — BAK-2014-Insolvency Services (Scotland)-623;
- (b) a contact email address;
- (c) a contact name; and
- (d) company name and contact telephone number.

Economic operators who have complied with the foregoing will receive details of how to access the online sourcing tool. Note: if an e-mail response from HMRC is not received within one working day, check your spam in-box. If still no response then re-contact e.procurement@hmrc.gsi.gov.uk notify them when the original request was made. Online tender documentation must be fully completed no later than 12:00 midday on 18.9.2015. Tender documentation not submitted in the required form (or missing requested information) may be rejected.

When requesting access to the online sourcing tool, please notify the authority if you have any accessibility issues (disabilities) which may prevent you from providing a high quality response using the e-sourcing application. This will then allow HMRC to agree with you an appropriate format for you to view and respond to. All communications shall be in English. Tenders, when invited, and all supporting documentation must be priced in Sterling and all payments under the contract will be in Sterling. Any agreement resulting from this exercise will be in as a contract made in England according to English Law and subject to the jurisdiction of the English courts. The Contracting Authority does not bind itself to accept any tender and reserves the right to accept any part of the tender unless the tenderer expressly stipulates to

the contrary.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=149353243>

GO Reference: GO-2015917-PRO-7078918.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: HMRC will incorporate a minimum 10 calendar day standstill period at the time the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Such additional information should be requested from the address at I.1). Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the Authority to amend any document and may award damages. If the contract has been entered into, the Court may only award damages.

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

VI.5. Date of dispatch of this notice

17.9.2015