

**United Kingdom-Northampton: Pension services**  
**OJ S 193/2016 06/10/2016**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: The Police and Crime Commissioner for Northamptonshire

National registration number: N/A

Postal address: Northamptonshire Police, West Wing, Police Headquarters, Wootton Hall, NN4 0JQ

Town: Northampton

NUTS code: UKF East Midlands (England)

Postal code: NG5 8PP

Country: United Kingdom

Contact person: Paul Whitehall

E-mail: [paul.whitehall@emscu.pnn.police.uk](mailto:paul.whitehall@emscu.pnn.police.uk)

Telephone: +44 1159672310

**Internet address(es):**

Main address: <https://uk.eu-supply.com/login.asp?B=UK>

Address of the buyer profile: <https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/32217>

**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=17500&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=17500&B=BLUELIGHT)

Tenders or requests to participate must be submitted electronically via: [https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=17500&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=17500&B=BLUELIGHT)

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

Additional information can be obtained from another address:

Official name: East Midlands Strategic Commercial Unit

Postal address: EMSCU, Nottinghamshire Police, Police Headquarters, Sherwood Lodge, Arnold

Town: Nottingham

NUTS code: UK United Kingdom

Postal code: NG5 8PP

Country: United Kingdom

Contact person: Paul Whitehall

E-mail: [paul.whitehall@emscu.pnn.police.uk](mailto:paul.whitehall@emscu.pnn.police.uk)

Telephone: +44 01159672310

**Internet address(es):**

Main address: <https://uk.eu-supply.com/login.asp?B=UK>

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

Body governed by public law

#### **I.5. Main activity**

Public order and safety

### **Section II: Object**

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#### **II.1. Scope of the procurement**

##### **II.1.1. Title**

Pension Administration Services.  
Reference number: SOR1000468

##### **II.1.2. Main CPV code**

66520000 Pension services

##### **II.1.3. Type of contract**

Services

##### **II.1.4. Short description**

Provision of pension administration services to the East Midlands Region of police forces and UK police forces nationally, as per the Specification requirements incorporated within the Invitation to Tender documentation. The contracting authority is establishing a Framework Agreement made up of two Lots as follows: Lot 1: Provision of Pension Administration Services specifically for meeting the needs of the East Midlands Region of Police Forces only and which may be obtained by means of direct award without the requirement for re-opening competition in any way. This shall be a single supplier lot. Lot 2: Provision of Pension Administration Services for meeting the needs of any other UK police, obtained by means of further competition. This shall be a multi-supplier lot with up to 3 (three) suppliers present on it.

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

Value excluding VAT: 2 900 000,00 GBP

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

This contract is divided into lots: yes  
Tenders may be submitted for all lots

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

##### **II.2.1. Title**

Pension Administration Services for the East Midlands Region of police forces  
Lot No: 1

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

66000000 Financial and insurance services, 66523100 Pension fund administration services

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

NUTS code: UK United Kingdom  
Main site or place of performance: East Midlands Region of police forces made up of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire.

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

Lot 1 — Provision of pension administration services to the East Midlands Region of police forces, as per the Specification requirements incorporated within the Invitation to Tender documentation. The contracting authority is establishing a Framework Agreement made up of 2 Lots and Tenderers may tender for this and Lot 2.

**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: 1 100 000,00 GBP

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

Duration in months: 48

This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: yes

**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**

The contracting authority is establishing a Framework Agreement for access by all UK police forces, but will be specifically purchasing on behalf of the following other contracting authorities: The Police & Crime Commissioners for Derbyshire, Leicestershire, Lincolnshire and Nottinghamshire, and the Chief Constables of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire.

**II.2. Description**

**II.2.1. Title**

Pension Administration Services for other UK police forces  
Lot No: 2

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

66000000 Financial and insurance services, 66523100 Pension fund administration services

**II.2.3. Place of performance**

NUTS code: UK United Kingdom

Main site or place of performance: Any UK police force outside the East Midlands Region of police forces.

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

Provision of Pension Administration Services as per the Specification requirements forming part of the Invitation to Tender, to other UK police forces outside the East Midlands Region of police forces. The contracting authority is establishing a Framework Agreement made up of 2 Lots and Tenderers may tender for this and Lot 1.

**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: 1 800 000,00 GBP

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

Duration in months: 48

This contract is subject to renewal: no

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

Variants will be accepted: yes

#### **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**

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#### **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:

Please refer to Invitation to Tender documentation published in respect of this Framework Agreement.

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

List and brief description of selection criteria:

Please refer to Invitation to Tender documentation published in respect of this Framework Agreement.

Minimum level(s) of standards possibly required:

Please refer to Invitation to Tender documentation published in respect of this Framework Agreement.

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

List and brief description of selection criteria:

Please refer to Invitation to Tender documentation published in respect of this Framework Agreement.

Minimum level(s) of standards possibly required:

Please refer to Invitation to Tender documentation published in respect of this Framework Agreement.

#### **III.2. Conditions related to the contract**

##### **III.2.2. Contract performance conditions**

Please refer to the Invitation to Tender documentation published in respect of this Framework Agreement.

## Section IV: Procedure

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### IV.1. Description

#### IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement  
Framework agreement with several operators Envisaged maximum number of participants to the framework agreement: 3

#### 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: 02/11/2016 Local time: 16:00

#### 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

Duration in months: 3 (from the date stated for receipt of tender)

#### IV.2.7. Conditions for opening of tenders

Date: 02/11/2016 Local time: 16:00

Place:

<https://uk.eu-supply.com/login.asp?B=UK>

Information about authorised persons and opening procedure: Leanne Bryant — Commercial Officer; Paul Whitehall — Commercial Officer.

## Section VI: Complementary information

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### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.3. Additional information

Following conclusion of the Framework Agreement, each individual police force including in respect of Lot 1, will subsequently enter into their own Call-Off Contract with an appointed service provider in accordance with the Call-Off Terms. Lot 1 shall be evaluated at the same time as evaluation in relation to access to the Framework Agreement for future business via Lot 2. With regards to Lot 1 Lincolnshire does not represent a definite requirement at this stage but in any event any tenderer applying for Lot 1 will be required to confirm that they can undertake the needs of all 5 (five) East Midlands police forces including Lincolnshire. No other police forces outside the East Midlands Region of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire shall be entitled to make a direct award under or otherwise utilise Lot 1. The rules and procedures governing the varying and awarding of Call-Offs and undertaking of further competition are as set out within the Invitation to Tender

documentation, principally the Call-Off Procedures therein, which subsequently shall form part of the Framework Agreement. Pricing in respect of Lot 1 shall be essentially fixed (except in relation to the Rate Card for Optional Services) the pricing tendered for Lot 2 at the outset of the Framework Agreement shall be guide pricing only and definite pricing shall be arrived at by a police force as part of a subsequent further competition during which the Framework requirements may also be further refined. The Services and any pricing are divided into Core Optional and additional Services and allowance will also be made for implementation and TUPE costs. No inflationary adjustments will be accepted. All matters regarding Key Performance Indicators, Service Levels, contract management, annual reviews and monitoring are also as set out in the Invitation to Tender documentation. The appointed service providers will look to identify savings. The successful tenderers may be required to enter into a parent company guarantee as part of any award of Framework Agreement. Any awarding of a place on this Framework Agreement will be conditional upon agreeing to undertake and successfully meet any vetting clearance obligations laid down within the ITT, compliance in full with the agreed Terms and Conditions of Contract and being of satisfactory economic and financial standing deemed appropriate to being on this Framework Agreement. Tenderers are required to confirm as part of their Tender submission which Lots they are tendering for. Tenderers are invited to submit as part of their Response, additional alternative Service Levels and management information for consideration by the contracting authority. The collection of a Management Charge by the contracting authority shall apply in respect of suppliers present on and against business arising from Lot 2. The contracting authority reserves the right at any time to cease this tendering process and or not to award any Framework Agreement. The length of any Call-Off Contract entered into under this Framework Agreement shall also be limited to 48 months.

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: East Midlands Strategic Commercial Unit  
Postal address: EMSCU, Nottinghamshire Police, Sherwood Lodge, Arnold  
Town: Nottingham  
Postal code: NG5 8PP  
Country: United Kingdom  
E-mail: [paul.whitehall@emscu.pnn.police.uk](mailto:paul.whitehall@emscu.pnn.police.uk)  
Telephone: +44 01159672310

##### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:  
The contracting authority will incorporate a minimum 10 calendar day Standstill period at the point information on award of the Framework Agreement is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before any formal contract agreement is entered into.

#### **VI.5. Date of dispatch of this notice**

03/10/2016