

**UK-Huddersfield: banking services**

**2009/S 78-112600**

**CONTRACT NOTICE**

**Services**

**SECTION I: CONTRACTING AUTHORITY**

**I.1) NAME, ADDRESSES AND CONTACT POINT(S):**

Kirklees Council, Corporate Procurement, Civic Centre I, High Street, UK-Huddersfield HD1 2NF . Tel. +44 1484222953. E-mail: [bob.kilcoyne@kirklees.gov.uk](mailto:bob.kilcoyne@kirklees.gov.uk). Fax +44 1484221065.

**Internet address(es):**

General address of the contracting authority: [www.kirklees.gov.uk](http://www.kirklees.gov.uk).

Address of the buyer profile: [scms.alito.co.uk](http://scms.alito.co.uk).

**Further information can be obtained at:** As in above-mentioned contact point(s).

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at:** As in above-mentioned contact point(s).

**Tenders or requests to participate must be sent to:** Kirklees Metropolitan Council, Civic Centre III, Market Street, Attn: Head of Policy and Governance, UK-Huddersfield HD1 2TG .

**I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:**

Regional or local authority.

General public services.

The contracting authority is purchasing on behalf of other contracting authorities: yes.

**SECTION II: OBJECT OF THE CONTRACT**

**II.1) DESCRIPTION**

**II.1.1) Title attributed to the contract by the contracting authority:**

UK-Huddersfield: banking services.

**II.1.2) Type of contract and location of works, place of delivery or of performance:**

Services.

Service category: No 6.

Main place of performance: Several sites within the area serviced by Kirklees Council and West Yorkshire Fire and Rescue Authority.

NUTS code: UKE43.

**II.1.3) The notice involves:**

A public contract.

**II.1.4) Information on framework agreement:**

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

Kirklees Council and West Yorkshire Fire and Rescue Authority require delivery of a comprehensive banking service involving maintenance of the Council and Fire Authority bank accounts, handling of paper, BACS and CHAPS clearing, cash processing and other activities associated with local authority and Fire Authority banking business.

**II.1.6) Common procurement vocabulary (CPV):**

66110000, 66172000, 66100000.

**II.1.7) Contract covered by the Government Procurement Agreement (GPA):**

No.

**II.1.8) Division into lots:**

No.

**II.1.9) Variants will be accepted:**

Yes.

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

**II.2.1) Total quantity or scope:**

Banking Services as detailed in the Tender Document.

**II.2.2) Options:**

Yes.

Description of these options: The Council may (at its sole discretion) extend the contract period by up to four years in accordance with the contract terms.

Number of possible renewals: 1.

**II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Starting: 1.1.2010. Completion: 31.12.2013.

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING 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 regulating them:**

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

Joint and several liability.

**III.1.4) Other particular conditions to which the performance of the contract is subject:**

No.

**III.2) CONDITIONS FOR PARTICIPATION**

**III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

Information and formalities necessary for evaluating if requirements are met: (a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;

(d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;

(e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;  
(g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;  
(h) has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA;  
(i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26 May 1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;  
(j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;  
(k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering.  
Completion of business questionnaire and response to specification.

**III.2.2) Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met: (b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established;  
(c) a statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

**III.2.3) Technical capacity:**

Information and formalities necessary for evaluating if requirements are met: (b) an indication of the technicians or technical bodies involved, whether or not belonging directly to the economic operator's undertaking, especially those responsible for quality control and, in the case of public works contracts, those upon whom the contractor can call in order to carry out the work;  
(c) a description of the technical facilities and measures used by the supplier or service provider for ensuring quality and the undertaking's study and research facilities;  
(f) for public works contracts and public services contracts, and only in appropriate cases, an indication of the environmental management measures that the economic operator will be able to apply when performing the contract;  
(i) an indication of the proportion of the contract which the services provider intends possibly to subcontract;  
Tenderers must be able to provide a comprehensive range of money transmission and associated services to cater for high volume banking business which conforms to APACS standards and which gives access to the UK clearing systems.  
Minimum level(s) of standards possibly required: Tenderers must be able to provide a comprehensive range of money transmission and associated services to cater for high volume banking business which conforms to APACS standards and which gives access to the UK clearing systems.

**III.2.4) Reserved contracts:**

No.

**III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

**III.3.1) Execution of the service is reserved to a particular profession:**

Yes.

Must be authorised under the Financial Services and Markets Act 1987 and any subsequent amendments thereof.

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:**

No.

**SECTION IV: PROCEDURE**

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure:**

Open.

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate:**

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue:**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria:**

The most economically advantageous tender in terms of the criteria stated below:

Price/cost of contract based on indicative volumes. Weighting: 55 %.

Proposals to meet the Council and Fire Authority's core service requirements (based on responses to key questions within the Specification). Weighting: 20 %.

Relationship Management - score to be based on response to Service Quality Questionnaire and experience in providing effective banking services to local authorities or public bodies of a similar scale. Existing customer base and references provided. Post tender meetings (if appropriate). Weighting: 10 %.

Functionality/quality of proposed electronic/internet banking product. Weighting: 5 %.

Implementation process and plans. Experience of management and staff proposed for the implementation project. Weighting: 5 %.

Proposed amendments to the Council's draft Conditions of Contract. Weighting: 5 %.

IV.2.2) **An electronic auction will be used:**

No.

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority:**

KMCSF-004.

IV.3.2) **Previous publication(s) concerning the same contract:**

No.

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

Time limit for receipt of requests for documents or for accessing documents: 12.6.2009 - 17:00.

Payable documents: no.

IV.3.4) **Time-limit for receipt of tenders or requests to participate:**

15.6.2009 - 12:00.

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates:**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**

English.

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

Duration in month(s): 3 (from the date stated for receipt of tender).

IV.3.8) **Conditions for opening tenders:**

Date: 17.6.2009 - 09:00.  
Place: Policy and Governance Service.  
Kirklees Council.  
Civic Centre III.  
Huddersfield, HD1 2TG.  
UNITED KINGDOM.  
Persons authorised to be present at the opening of tenders: yes.  
Head of Policy and Governance Service and Director of Finance or their appointed representatives.

**SECTION VI: COMPLEMENTARY INFORMATION**

**VI.1) THIS IS A RECURRENT PROCUREMENT:**

No.

**VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**

No.

**VI.3) ADDITIONAL INFORMATION:**

The right not to award a contract is reserved. Interested organisations must download the tender documents from the Council's electronic tendering website at <http://scms.alito.co.uk>, contract reference KMCFS-004. If there are any difficulties downloading the documents from the system, please contact Andrea Brearley who will be able to assist. Andrea can be contacted on +44 1484416953 or email [andrea.brearley@kirklees.gov.uk](mailto:andrea.brearley@kirklees.gov.uk).  
GO reference: GO 09042136/01.

**VI.4) PROCEDURES FOR APPEAL**

**VI.4.1) Body responsible for appeal procedures:**

**VI.4.2) Lodging of appeals:**

**VI.4.3) Service from which information about the lodging of appeals may be obtained:**

**VI.5) DATE OF DISPATCH OF THIS NOTICE:**

21.4.2009.