

London Borough of Harrow

Contract for Bailiff Services regarding Council Tax, Business Rates, Unpaid Parking Penalty Charges, Commercial Rents & Other Sundry Debts

We are inviting applications from certificated and experienced bailiff companies to provide the above services. We intend to appoint 2 companies to carry out the full range of duties associated with collection of each of the above and would expect any applicant to have experience in all areas.

The contract will be for a period of three years, with an option to extend for a period of a further two years.

Applicants will be expected to demonstrate their financial and commercial standing and have good quality management systems. This contract has been identified as one where dealing with equality issues is a core requirement of the service. Applicants will also be required to work within the Council's Bailiff Code of Conduct.

They will be expected to conform to Harrow's high standards of customer care and be familiar with the particular type of problems faced by a extremely diverse multicultural London Borough.

Please be aware that this contract will be subject to a service charge for the transfer of PCN warrant data to the Contractor in relation to Council Tax & Business Rates, subject to negotiation on the fees and charges collected on behalf of the local authority that the Contractor can retain. The level of fee share payable to the local authority will be negotiated prior to the award of the contract.

Interested suppliers are requested to register their interest via the Council E-procurement website

<https://harrow.bravosolution.co.uk/esop/toolkit/notice/public/opportunities.do>

The closing date for the Pre Qualification Questionnaires (PQQ) is 12 noon Monday 16th April 2012.