

FIREFIGHTERS' PENSION COMMITTEE

BOARD OF MEDICAL REFEREES - RENEWAL OF CONTRACT

Note by DCLG

1. The contract for provision of boards of medical referees will end on 30th April 2008, and the Department has put in hand the arrangements for inviting tenders for a new contract to commence on 1st May 2008.
2. The timetable for handling contract arrangements is:

w/e14 September 2007:	OJEU Notice published;
18 October 2007:	Pre-qualification questionnaires to be returned;
5 November 2007:	Invitations to tender to be issued;
30 November 2007:	Tenders to be returned;
29 February 2008:	Contract to be awarded.
3. The Department will establish an Evaluation Panel to assist with assessing potential suppliers and to make recommendations on the award of a contract.
4. The terms of reference of the Panel will be to:
 - evaluate suppliers submitting tenders in accordance with criteria agreed by the Department;
 - interview those considered suitable in accordance with these criteria; and
 - recommend the offer of a contract to a suitable supplier, with an explanation of the reasons for the selection.
5. The Panel will be Chaired by Martin Hill. The secretary will be Philip Brown, who will be acting as contract manager.
6. It is proposed that there should be three additional members. The first a representative from the Scottish Public Pensions Agency, as the contractor will also provide boards in Scotland under the fire and police pension arrangements. And the other two to represent the Fire and Rescue Service. On previous occasions, the service representatives were nominated by the FBU and the LGA.
7. The Committee is invited to note.

September 2007