

Information in relation to Property Services Division Procurement Projects

We process information relating to the procurement and contract management of general building, mechanical and electrical maintenance works, construction contracts / projects, supplies contracts / projects, and fire safety services.

We process this information in order to provide a Property Management service to the NICS and other public sector clients to help them meet relevant statutory, health & safety, regulatory, and operational requirements, including for the award of relevant contracts required to meet Programme for Government (PfG), related business objectives, as well as delivering the Executive's social, economic and environmental policies.

Type(s) of personal data

- Name, business/home address, telephone number, financial information/experience and qualifications.

Lawful basis for processing

- Public task.

How we obtain it

- Economic Operators, employers and data subjects.

Who it will be shared with

- Staff within NICS departments, agencies and non-departmental public bodies involved with the project; and
- Others involved with the project, including consultants, contractors, suppliers, funders and project board members.

How it will be used

- To award, manage and deliver Property Management services including procurement competitions.

How long we keep it

- Information held for twenty one years in line with Retention & Disposal policy.