

**United Kingdom-London: Project management consultancy services**

OJ S 10/2019 15/01/2019

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Big Lottery Fund

Postal address: 1 Plough Place

Town: London

NUTS code: UK United Kingdom

Postal code: EC4A 1DE

Country: United Kingdom

E-mail: [jazz.bansal@biglotteryfund.org.uk](mailto:jazz.bansal@biglotteryfund.org.uk)**Internet address(es):**Main address: [www.biglotteryfund.org.uk](http://www.biglotteryfund.org.uk)Address of the buyer profile: <https://www.biglotteryfund.org.uk/about/customer-service/supplier-zone>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://biglotteryfund.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://biglotteryfund.bravosolution.co.uk/web/login.html>

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

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

Body governed by public law

**I.5. Main activity**

Other activity: Non Departmental Public Body

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

BIG001-0979 National Expert Citizen Support Contractor 2019

Reference number: BIG001-0979

**II.1.2. Main CPV code**

72224000 Project management consultancy services

**II.1.3. Type of contract**

Services

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

The Fund requires the service provider to deliver the following support to NECG and its members for the purposes of achieving the outcomes of the Programme as well as to maintain and promote NECG.

We would like to see the NECG being truly lived experience led with emphasis on all aspects being co-produced. The NECG should be a strategic group, focussing on systems and service change which utilises the combined skills, experience and knowledge to inform and support national change.

The support Contractor will be required to deliver the following services:

- (a) Terms of reference (ToR);
- (b) Quarterly meetings;
- (c) NECG sub-groups;
- (d) Training and development for group members;
- (e) Support for project staff;
- (f) Good practice guides;
- (g) Project management and influencing.

Full specification is contained within the procurement documents available to access from our e-tendering portal where you will need to register in full to obtain access.

<https://biglotteryfund.bravosolution.co.uk/web/lo>

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

Value excluding VAT: 365 700,00 GBP

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

This contract is divided into lots: no

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

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

NUTS code: UK United Kingdom

Main site or place of performance: England.

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

The Fund requires the service provider to deliver the following support to NECG and its members for the purposes of achieving the outcomes of the Programme as well as to maintain and promote NECG.

We would like to see the NECG being truly lived experience led with emphasis on all aspects being co-produced. The NECG should be a strategic group, focussing on systems and service change which utilises the combined skills, experience and knowledge to inform and support national change.

The support contractor will be required to deliver the following services:

- (a) Terms of reference (ToR);
- (b) Quarterly meetings;
- (c) NECG sub-groups;
- (d) Training and development for group members;
- (e) Support for project staff;
- (f) Good practice guides;
- (g) Project management and influencing.

Full specification is contained within the procurement documents available to access from our e-tendering portal where you will need to register in full to obtain access.

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#### **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**

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

Duration in months: 42

This contract is subject to renewal: no

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

Variants will be accepted: no

#### **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:

See full details in the procurement documents.

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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

##### **III.2.3. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

### **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**

##### **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: 13/02/2019 Local time: 12:00

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

Date: 13/02/2019 Local time: 12:00

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.3. Additional information**

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

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

Official name: Big Lottery Fund

Postal address: 1 Plough Place

Town: London

Postal code: EC4A 1DE

Country: United Kingdom

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

11/01/2019