

United Kingdom-London: IT services: consulting, software development, Internet and support

OJ S 15/2019 22/01/2019

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Big Lottery Fund
Postal address: 1 Plough Place
Town: London
NUTS code: UKI31 Camden and City of London
Postal code: EC4A 1DE
Country: United Kingdom
Contact person: Procurement Team
E-mail: barry.higgins@biglotteryfund.org.uk
Telephone: +44 3454102030

Internet address(es):

Main address: <https://www.biglotteryfund.org.uk/>
Address of the buyer profile: <https://biglotteryfund.bravosolution.co.uk/web/login.html>

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

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Provision of Services to Support Organisations Awarded Grants through the Big Lottery Fund Digital Fund
Reference number: BIG001-0994

II.1.2. Main CPV code

72000000 IT services: consulting, software development, Internet and support

II.1.3.

Type of contract

Services

II.1.4. Short description

The Big Lottery Fund is seeking to appoint a service provider(s) to support organisations awarded grants through the Big Lottery Fund Digital Fund, a new UK wide 15 000 000 GBP funding programme which aims to help the charity and voluntary sector to use digital tools and approaches to support people and communities to thrive.

There are two discrete lots:

— lot 1 — for the provision of support to Civil Society Organisations with incomes in excess of 500 000 GBP per annum under Strand 1 of the of the Digital Fund which offers grants of up to 500 000 GBP to the organisations and a tailored support package,

— lot 2 — the provision of support to newer organisations (created/established after 2000) that have launched promising products and services that use digital to achieve scale and/or impact. Funding of up to 500 000 GBP will be provided to organisations under Strand 2 of the Digital Fund.

Bidders may tender for lot 1 or lot 2 or for both lots 1 and 2.

II.1.5. Estimated total value

Value excluding VAT: 416 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

All lots.

II.2. Description

II.2.1. Title

Provision of Support to Civil Society Organisations with Incomes in Excess of 500 000 GBP per Annum Awarded a Grant Under Strand 1 of the Digital Fund

Lot No: 1

II.2.2. Additional CPV code(s)

72000000 IT services: consulting, software development, Internet and support

II.2.3. Place of performance

NUTS code: UKI31 Camden and City of London

Main site or place of performance: London.

II.2.4. Description of the procurement

This lot is aimed at supporting grantees under Strand 1 of the Big Lottery Fund's Digital Fund.

More information about the Digital Fund can be found at: <https://www.biglotteryfund.org.uk/funding/programmes/digital-fund>

It is essential that potential bidders look at this information to help them understand the aims of the Digital Fund.

This funding strand offers grants of up to 500 000 GBP and a tailored support package (supplying this support package is the purpose of this lot). The aim of the Strand is to help established organisations to use digital to take a major leap forward. We expect grants to last from 1 to 4 years.

The grantees that we wish to support will be Civil Society Organisations with incomes of over 500 000 GBP a year, some possibly much bigger. They will be experts in their field with deep domain knowledge. They will be ambitious about using digital to improve services, but will be lacking certain capabilities needed to move forward.

The support required will be individual to each grantee, but will probably include:

- helping grantees to acquire the necessary digital skills at both board and executive levels, through both recruitment and skills development,
- helping grantees leadership teams to design and execute a change programme,
- helping grantees with digital skills audit of their organisation,
- helping grantees with the selection of relevant partners and recruitment of staff,
- helping grantees to learn from the experiences of other organisations, especially other grantees under this strand,
- helping grantees to use digital ways of working in their organisations.

Service providers may also be asked to provide informal advice to the Big Lottery Fund on the applicants to future waves of the Digital Fund during 2019. This advice would comprise of commenting on project proposals from applicants that have been invited to develop detailed proposals.

Bidders must understand and accept that prior to grant decisions, which will be made during and after this Invitation to Tender, the Big Lottery Fund cannot know how many grants we will make under Strand 1 of the Digital Fund. The total could be anywhere between the extremes of zero (0) and twenty (20).

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

Value excluding VAT: 208 333,00 GBP

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

Start: 01/04/2019 End: 01/10/2020

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

II.2. Description

II.2.1. Title

Provision of Support to Newer Organisations (Created/Established after 2000) That Have Launched Promising Products and Services That Use Digital to Achieve Scale and/or Impact
Lot No: 2

II.2.2. Additional CPV code(s)

72000000 IT services: consulting, software development, Internet and support

II.2.3. Place of performance

NUTS code: UKI31 Camden and City of London

Main site or place of performance: London.

II.2.4. Description of the procurement

This lot is aimed at supporting organisations that receive funding through Strand 2 of the Big Lottery Fund's Digital Fund.

More information about the Digital Fund can be found at <https://www.biglotteryfund.org.uk/funding/programmes/digital-fund>

It is essential that potential bidders look at this information to help them understand the aims of the Digital Fund.

Digital Fund Strand 2 offers grants of up to 500 000 GBP for newer organisations (created after 2000) that have already launched promising products and services that use digital to achieve scale or impact. We expect grants to last from 1 to 4 years.

We believe that these organisations will need support to solve a range of problems that do not relate to their core competencies as:

- (a) digital experts,
- (b) and subject matter experts.

Our research suggests that the kinds of competencies these organisations will need to develop will include:

- HR,
- finance,
- legal,
- ethics,
- leadership,
- maintaining organisational culture through growth,
- creating a theory of change,
- making plans for sustainability,
- intellectual property management and protection,
- partnerships and networking,
- communications and marketing.

Each grantee under Strand 2 will have different needs in relation to these issues. We are seeking a service provider that can help these organisations to identify where weaknesses exist in a range of the above areas and be in a position to recommend approaches to resolving them.

The appointed service provider will:

- need to have access to a range of expertise in a range of different disciplines,
- be able to respond to requests for support quickly and be able to provide recommendations and solutions quickly,
- need to have direct experience of working with fast growing, digitally enabled organisations,
- have a bespoke approach to each organisation, and where possible avoid one-size-fits-all approaches to competencies,
- be able to identify similar or shared support requirements between multiple grantees and be able to run joined-up services,
- share insights into the support needs of grantees back with the Big Lottery Fund.

The appointed service provider does not need to:

- possess every skill themselves, rather they need to know how to go about sourcing it quickly and in a cost effective manner,
- be a single organisation — consortia bids for this Lot are welcome.

The appointed service provider may also be asked to provide informal advice to the Big Lottery Fund on the applicants to future waves of the Digital Fund in 2019. This advice would comprise of commenting on project proposals from applicants that have been invited to develop detailed proposals.

Bidders must understand and accept that prior to grant decisions, which will be made during and after this Invitation to Tender, the Big Lottery Fund cannot know how many grants we will make under Strand 2 of the Digital Fund. The total could be anywhere between the extremes of zero (0) and twenty (20).

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

Value excluding VAT: 208 333,00 GBP

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

Start: 01/04/2019 End: 01/10/2020

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

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:

Refer to Invitation to Tender document for details.

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.2.2. Contract performance conditions

Refer to the Invitation to Tender document for full details.

Section IV: Procedure

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: 18/02/2019 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.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 18/02/2019 Local time: 13:00

Place:

UK: Birmingham.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

The contracting authority considers that this contract (and in particular lot 2) may be suitable for consortium bidders.

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement and in the tender documents.

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

E-mail: procurement@biglotteryfund.org.uk

Internet address: <https://www.biglotteryfund.org.uk/>

VI.5. Date of dispatch of this notice

17/01/2019