

**United Kingdom-Norfolk: Research and development services and related consultancy services
OJ S 25/2017 04/02/2017**

**Contract notice
Services**

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Construction Industry Training Board (CITB)

Postal address: Bircham Newton

Town: Norfolk

Postal code: PE31 6RH

Country: United Kingdom

E-mail: procurement@citb.co.uk

Telephone: +44 3004567345

Internet address(es):

General address of the contracting authority: <http://citb.co.uk>

Electronic access to information: www.citb.co.uk

Additional information can be obtained from:

Official name: Construction Industry Training Board (CITB)

Postal address: Norfolk

Town: Bircham Newton

Postal code: PE31 6RH

Country: United Kingdom

Contact person: Procurement Team

E-mail: procurement@citb.co.uk

Telephone: +44 3004567345

Internet address: <http://citb.co.uk>

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: CITB

Postal address: Norfolk

Town: Bircham Newton

Postal code: PE31 6RH

Country: United Kingdom

Contact person: CITB

For the attention of: Procurement Team

E-mail: procurement@citb.co.uk

Internet address: www.citb.co.uk

Tenders or requests to participate must be submitted: Official name: Construction Industry Training Board (CITB)

Postal address: Norfolk

Town: Bircham Newton

Postal code: PE31 6RH

Country: United Kingdom

Contact person: CITB

For the attention of: Procurement Team

E-mail: procurement@citb.co.uk

Telephone: +44 3004567345

Internet address: <http://citb.co.uk>

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Education

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

B17/01/1597 — Labour Forecasting Tool.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 8: Research and development services

Main site or place of performance: UK.

NUTS code

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

CITB wishes to commission a single supplier to deliver its Labour Forecasting Tool (LFT), ensuring it is technically maintained and developed to support and continuously improve its long-standing labour forecasting activities. This requirement is to commission a supplier to:

- Service existing LFT customers, who have purchased a licence to use the LFT from CITB, from a range of organisations through a customer help-desk.
- Promote the LFT, UK wide, jointly with CITB, including demonstrations of the tool both virtually and face to face.
- Provide face to face training to customers on using the LFT; including advice and guidance regarding general forecasting and bespoke solutions.
- Provide forecasting reports generated through the LFT as a service to customers and to support CITB's strategic analysis of sectors, geographical areas (such as Local Enterprise Partnerships) and significant major projects.
- Continuously technically develop the LFT to meet emerging customer needs and industry requirements always ensuring it reflects the most robust and accurate measure of forecasting through the application of data analysis, project information and devised labour coefficients. This includes the development of new LFT sector models using bespoke project data and information in evolving sub-sectors such as nuclear and renewable energy.

II.1.6. CPV code(s)

73000000 Research and development services and related consultancy services

II.1.7. Information about the Government Procurement Agreement (GPA)

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT:

Range: between 1 and 400 000 EUR

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 5

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 60 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Start 1.4.2017. Completion 31.3.2020

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: CITB Terms and Conditions.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: As stated in tender documentation.

III.2.2. Economic and financial ability

List and brief description of conditions: As stated in tender documentation.

III.2.3. Technical and professional ability

List and brief description of conditions:

As stated in tender documentation.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 3: and Maximum number 6

Objective criteria for choosing the limited number of candidates: Supplier Questionnaire.

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

B17/01/1597

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

20.2.2017 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

23.2.2017

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

3.2.2017