

United Kingdom-Coventry: Education and training services

OJ S 33/2016 17/02/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: The Secretary of State for Business Innovation and Skills acting through the Skills Funding Agency (SFA)

Postal address: Cheylesmore House, Quinton Road

Town: Coventry

Postal code: CV1 2WT

Country: United Kingdom

For the attention of: Responsible Officer Senior

E-mail: procurementhelp@sfa.bis.gov.uk

Telephone: +44 8450194170

Fax: +44 2476823675

Internet address(es):

General address of the contracting authority: www.gov.uk/.../department-for-business-innovation-skills

Additional information can be obtained from:

the abovementioned address

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

the abovementioned address

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

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**

To procure the services of organisations to deliver activity to support individuals who are NEET on behalf of The Secretary of State for Business, Innovation and Skills acting through the Skills Funding Agency (SFA) for delivery in North East Local Enterprise Partnership (LEP) area.

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

Services

Service category No 24: Education and vocational education services
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)

Delivery of Education and Vocational training services activity funded through the European Social Fund (ESF) to support individuals who are NEET or in danger of becoming NEET identified in the Local Enterprise Partnership (LEP) area mentioned at II.1.1) above.

II.1.6. CPV code(s)

80000000 Education and training services

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

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

II.2. Scope of the procurement

II.2.1. Total quantity or scope

II.2.2. Information about options

Options: yes

Description of options: As indicated within the Contract for Services included within this Invitation to Tender, the Contract may be extended for up to a maximum of 12 months.

II.2.3. Information about renewals

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

Completion 31.3.2018

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

All successful bidders will have to have had their Financial Health checked by the SFA following its procedures shown on its website.

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

At the time of contract award all organisations seeking to be considered for a contract must be a legal entity.

III.1.4. Contract performance 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: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once) — Browse to the eSourcing Portal: <https://skillsfundingagency.bravosolution.co.uk> and click the link to register — Accept the terms and conditions and click 'continue' — Enter your correct business and user details — Note the username you chose and click 'Save' when complete — You will shortly receive an email with your unique password (please keep this secure) 2. Express an Interest in the tender — Login to the portal with the username/password — Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) — Click on the relevant PQQ/ ITT to access the content. — Click the 'Express Interest' button at the top of the page. — This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box 3. Responding to the tender — Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) — You can now use the 'Messages' function to communicate with the buyer and seek any clarification — Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT — There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

List and brief description of conditions:

Once you have been invited into the Tender you will receive an email alert advising you to sign on to the SFA e-tendering portal with your normal Username and Password. You access the My ITTs' page. (This is a secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the ITT Details' box 3. Responding to the tender — Click 'My Response' under ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) — You can now use the 'Messages' function to communicate with the buyer and seek any clarification — Note the deadline for completion, then follow the onscreen instructions to complete the ITT — There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk but please note neither of these will be able to offer any advice on the service being procured, this is only available by using the online message board.

Minimum level(s) of standards possibly required:

The ITT has been issued to all candidates who have submitted a successful response to The Register of Training Organisations refresh for the delivery of education and training services, candidates passing delivery of Information, advice and guidance as at September 2015 and the recent Register publication as at February 2016, and indicated that they were interested in delivering to the LEP area covered by the ITT.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

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

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

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

IV.3. Administrative information

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

IV.3.2. Previous publication concerning this procedure

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

16.3.2016 - 17:00

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

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

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
yes

Identification of the project: ESIF 2014 to 2020 Programme.

VI.3. Additional information

The Contracting Authority intends to use an eTendering system in this procurement exercise.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: You should note that there is no separate right of appeal against the award decisions made. However if you consider that the SFA has not followed the published process or the decision made is unreasonable, you are able to make a complaint under the SFA's complaints procedure which can be accessed at: www.gov.uk/government/organisations/skills-funding-agency/about/complaints-procedure

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

VI.5. Date of dispatch of this notice

12.2.2016