

United Kingdom-Coventry: Business and management consultancy and related 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: <https://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 act as grant coordinating bodies on behalf of the The Secretary of State for Business, Innovation and Skills acting through the Skills Funding Agency (SFA).

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

Services

Service category No 27: Other 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)

The SFA is seeking to procure the services of Grant Coordinating Bodies for the operational management and issue of ESF Community Grants that meet the needs/priorities of Local Enterprise Partnerships requiring this activity.

II.1.6. CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related 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: yes
Tenders may be submitted for one or more lots

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

Information about lots

Lot No: 1

Lot title: The Black Country LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 2

Lot title: Liverpool LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 3

Lot title: North Eastern LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 4

Lot title: Northamptonshire LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 5

Lot title: Oxfordshire LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 6

Lot title: South East Midlands LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

Lot No: 7

Lot title: York, North Yorkshire, East Riding, Humber LEP Area

1) Short description

The SFA is seeking to procure the services of a Grant Coordinating Body for the operational management and issue of ESF Community Grants that meet the needs/priorities of the above mentioned Local Enterprise Partnership requiring this activity.

2) CPV code(s)

79400000 Business and management consultancy and related services, 79420000 Management-related services

3) Quantity or scope

4) Indication about different time frame or duration

Completion 31.3.2018

5) Additional information about lots

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

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

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

Open

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

An electronic auction will be used: no

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

18.3.2016 - 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

15.2.2016