

United Kingdom-Glasgow: Education and training services

OJ S 96/2017 19/05/2017

Contract notice**Services****Legal Basis:**

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Scottish Enterprise

Postal address: Atrium Court, 50 Waterloo Street

Town: Glasgow

NUTS code: UKM34 Glasgow City

Postal code: G2 6HQ

Country: United Kingdom

Contact person: Alison McManus

E-mail: alison.mcmanus@scotent.co.uk

Telephone: +44 1592623006

Fax: +44 1412481600

Internet address(es):Main address: <http://www.scottish-enterprise.com/>Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398**I.1. Name and addresses**

Official name: Royal Society of Edinburgh

Postal address: 22-26 George Street

Town: Edinburgh

NUTS code: UKM25 Edinburgh

Postal code: EH2 2PQ

Country: United Kingdom

E-mail: afraser@therse.org.uk**Internet address(es):**Main address: www.rse.org.uk**I.1. Name and addresses**

Official name: Science and Technology Facilities Council

Postal address: Polaris House, North Star Avenue

Town: Swindon

NUTS code: UKK15 Wiltshire CC

Postal code: SN2 1SZ

Country: United Kingdom

E-mail: Jason.Green@stfc.ac.uk**Internet address(es):**Main address: www.stfc.ac.uk**I.1. Name and addresses**

Official name: Biotechnology and Biological Sciences Research Council

Postal address: Polaris House, North Star Avenue

Town: Swindon

NUTS code: UKK15 Wiltshire CC

Postal code: SN2 1UH

Country: United Kingdom

E-mail: Alex.Chaix@bbsrc.ac.uk

Internet address(es):

Main address: www.bbsrc.ac.uk

I.2. Information about joint procurement

The contract involves joint procurement

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <http://www.publiccontractsscotland.gov.uk>

I.4. Type of the contracting authority

Regional or local agency/office

I.5. Main activity

Economic and financial affairs

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Enterprise Fellowships Training Framework.

Reference number: P18-0005

II.1.2. Main CPV code

80000000 Education and training services

II.1.3. Type of contract

Services

II.1.4. Short description

Scottish Enterprise (SE), Biotechnology and Biological Sciences Research Council (BBSRC) and Science and Technology Facilities Council (STFC), supported by the Royal Society of Edinburgh (RSE), are seeking to appoint a single supplier framework to provide and deliver the training and development component of the Enterprise Fellowship programme. The purpose of the programme's training and development component is to equip the Enterprise Fellows with the necessary skills, knowledge and experience they require to make the transition from a research environment to form a successful high growth business. It is anticipated that the framework will commence on 1.9.2017.

II.1.5. Estimated total value

Value excluding VAT: 680 000,00 GBP

II.1.6.

Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

79411100 Business development consultancy services, 80430000 Adult-education services at university level, 80510000 Specialist training services, 79410000 Business and management consultancy services

II.2.3. Place of performance

NUTS code: UKM Scotland

Main site or place of performance: United Kingdom.

II.2.4. Description of the procurement

The Enterprise Fellowship programme targets innovators who have entrepreneurial potential and a promising science and technology based business idea. The programme is funded by Scottish Enterprise (SE), Biotechnology and Biological Sciences Research Council (BBSRC) and Science and Technology Facilities Council (STFC) and may also include other public bodies funding and/or partnering in the Enterprise Fellowship programme (the 'Purchasers'). The Enterprise Fellowship Programme is delivered for and on behalf of the Purchasers and is delivered in partnership with the Royal Society of Edinburgh (RSE).

The key objective of the programme is to enable the Enterprise Fellows to play a leading role in the launch of a new spin-out company or technology based start-up with high growth potential.

The objectives for the training and development provider are to:

- ensure each Enterprise Fellow understands what is required and is capable of successfully launching and growing a new technology company with global potential;
- ensure each Enterprise Fellow can make the transition from an academic or technical background to business by ensuring each Enterprise Fellow develops the necessary business skills and knowledge to play a leading role in the new company; develops the necessary confidence and competence to fulfil their chosen role in the new company; develops a personal business network which can provide ongoing business support and advice;
- assist each Enterprise Fellow to develop a viable investment ready business plan which can be realistically implemented following the end of the Fellowship.

Entrepreneurship training and development is a critical component of the Enterprise Fellowships Programme. The Enterprise Fellows tend to be highly skilled researchers in key technology areas with equally high expectations for the businesses they will go on to form. In order to unlock this potential the programme partners seek an innovative and resourceful supplier to energise and empower the Enterprise Fellows through the provision of a high quality training and development programme.

The supplier must balance a broad range of business, personal, technical, sectoral and geographical requirements across successive overlapping cohorts while maintaining the highest standard of delivery against the key objectives related to developing each entrepreneur and their business.

The supplier should be able to demonstrate knowledge, skills and expertise in the following areas:

- innovative and flexible delivery of training and development of early stage technology entrepreneurs as they build high growth businesses;
- successful approaches to the commercialisation of technology via a spinout or start-up company;

- keys risks to technology start-ups and how to manage them;
- national and international experience related to the stimulation and growth of new technology based firms;
- the UK innovation support infrastructure as it relates to spin-outs and technology start-ups;
- research base, private sector and public sector activity related to the stimulation and growth of new technology based firms in the UK;
- evidence of knowledge, networks and linkages into the UK investment community, especially the Scottish and London communities;
- established links to support networks the Enterprise Fellows can access post the Enterprise Fellowship.

The Enterprise Fellowship Programme is a UK-wide scheme with the training and mentoring delivered across the UK and the bidder should demonstrate how they will ensure uniformity of delivery and outcome.

While there are currently 3 main funders additional funders may join the scheme in the future and the bidder should demonstrate how they will be flexible enough to cope with additional funders joining and hence potentially an increase in the number of Fellows per cohort. Please refer to the tender documentation for further details of our requirements.

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: 680 000,00 GBP

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The framework agreement will be in place for a period of 36 months with an option to break the agreement after the first year due to a review currently being undertaken by Scottish Enterprise. After the 36 month period, the Purchasers will also have an option to extend the Agreement for a further 12 month period to a maximum of 48 months as detailed above.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.2. Economic and financial standing

List and brief description of selection criteria:

4B.1.2 — Bidders will be required to have an average yearly turnover of a minimum of 80 000 GBP for the last 2 years.

4B.3 — Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

4B.4 — Bidders will be required to state the value for the liquidity ratio. The liquidity ratio should be equal to or greater than 0.8.

4B.5.1 — Please confirm whether you already have or can commit to obtain, prior to the commencement of the contract, appropriate levels of insurance for this contract. Bidders that do not already have, or cannot commit to obtain insurances may be excluded from further participation in this procurement exercise.

— Employer's (Compulsory) Liability Insurance — 5 000 000 GBP.

— Public Liability Insurance — Bidders should state the value that they consider to be appropriate for the contract.

— Professional Indemnity Insurance — Bidders should state the value that they consider to be appropriate for the contract.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

4C.1.2 — statement — Bidders will be required to provide 3 examples that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the OJEU Contract Notice or the relevant section of the Site Notice. These will be evaluated on a pass/fail basis. Pass equals providing 3 examples detailing relevant experience to deliver the service. Fail equals failure to provide 3 examples detailing relevant experience to deliver the service.

Bidders can submit examples in a separate document to allow room to provide details of the service provided.

4C.10 Bidders will be required to confirm whether they intend to subcontract, and if so, for what proportion of the contract.

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

ESPD Question 4D.1

— Documented arrangements that the organisation has a system for monitoring quality management procedures on an on-going basis. The bidder's organisation must be able to provide evidence of systematic, periodic review and improvement of quality in respect of output and general performance.

— A documented process demonstrating how the bidder deals with complaints. The bidder must be able to provide details of how their organisation maintains records of any complaints received and how corrective measures are carried out to prevent reoccurrence.

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

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement
Framework agreement with a single operator

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2012/S 126-208200](#)

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 20/06/2017 Local time: 11:00

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: 20/06/2017 Local time: 11:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

ESPD Question 2A.17 — Form of Participation (Notably as part of a group, consortium, joint venture or similar).

Any contract will be entered into with the nominated lead organisation and all members of the consortium, who will in these circumstances each be required to execute said contract together with all ancillary documentation, evidencing their joint and several liability in respect of the obligations and liabilities of the contract. It will be for members of the consortium to sort out their respective duties and liabilities amongst each other. For administrative purposes, any associated documentation will be sent to the nominated lead organisation.

ESPD Question 2D.1.2 — If a substantial proportion of work would go to a subcontractor we may ask for a completed ESPD form for those subcontractors (only sections A and B of Part II and Part III will be requested). We will advise bidders if we require this information prior to the subcontractor commencing work on the contract.

Note: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=494906.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:494906)

Download the ESPD document here: http://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=494906

VI.4. Procedures for review

VI.4.1. Review body

Official name: Scottish Enterprise
Postal address: Atrium Court, 50 Waterloo Street
Town: Glasgow
Postal code: G2 6HQ
Country: United Kingdom
E-mail: alison.mcmanus@scotent.co.uk
Telephone: +44 1592623006
Fax: +44 1412481600
Internet address: <http://www.scottish-enterprise.com/>

VI.4.2. Body responsible for mediation procedures

Official name: Single Point of Enquiry
Postal address: 5 Atlantic Quay, 150 Broomielaw
Town: Glasgow
Postal code: G2 8LU
Country: United Kingdom
E-mail: SPOEprocurement@scotland.gsi.gov.uk
Telephone: +44 1412425466

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

In the first instance, contact the Senior Director of Facilities Management and Procurement at Scottish Enterprise, with any concerns or enquiries.

Email: <https://www.scottish-enterprise.com/help/contact-us>

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session.

VI.4.4. Service from which information about the review procedure may be obtained

Official name: Scottish Enterprise
Postal address: 50 Waterloo Street, Atrium Court
Town: Glasgow
Postal code: G2 6HQ
Country: United Kingdom
Telephone: +44 1412041111
Internet address: <https://www.scottish-enterprise.com/help/contact-us>

VI.5. Date of dispatch of this notice

16/05/2017