

UK-Lisburn: Development consultancy services

OJ S 116/2013 18/06/2013

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Lisburn City Council
Postal address: Island Civic Centre, The Island
Town: Lisburn
Postal code: BT27 4RL
Country: United Kingdom
For the attention of: Kathryn Cahill
E-mail: kathryn.cahill@lisburn.gov.uk
Telephone: +44 2892509268

Internet address(es):General address of the contracting authority: <http://www.lisburncity.gov.uk/>Electronic access to information: <https://e-sourcingni.bravosolution.co.uk/web/login.shtml>Electronic submission of tenders and requests to participate: <https://e-sourcingni.bravosolution.co.uk/web/login.shtml>**Additional information can be obtained from:**

Official name: Lisburn City Council
Postal address: Lagan Valley Island, Lisburn
Town: Lisburn
Postal code: BT27 4RL
Country: United Kingdom
Contact person: Kathryn Cahill
E-mail: kathryn.cahill@lisburn.gov.uk
Telephone: +44 2892509268

Internet address: <https://e-sourcingni.bravosolution.co.uk/web/login.shtml>**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Lisburn City Council
Postal address: Lagan Valley Island, Lisburn
Town: Lisburn
Postal code: BT27 4RL
Country: United Kingdom
Contact person: Kathryn Cahill
E-mail: kathryn.cahill@lisburn.gov.uk
Telephone: +44 2892509268

Internet address: <https://e-sourcingni.bravosolution.co.uk/web/login.shtml>**Tenders or requests to participate must be submitted:** Official name: Lisburn City Council

Postal address: Lagan Valley Island, Lisburn
Town: Lisburn
Postal code: BT27 4RL
Country: United Kingdom

Contact person: Kathryn Cahill

E-mail: kathryn.cahill@lisburn.gov.uk

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I.2. Type of the contracting authority

Regional or local authority

I.3. Main activity

General public services

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

Tender for the Delivery of a Lisburn Tourism E-Clustering Programme.

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: Lisburn, County Antrim, Northern Ireland.

NUTS code UKN02 Outer Belfast

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)

Lisburn City Council is currently seeking to appoint an appropriate delivery organisation (or organisations) to deliver a Lisburn Tourism E-Clustering Programme for companies based in the Lisburn City Council area.

This initiative forms part of the Council's Economic Development Strategy and Action Plan 2012-2015.

This project is part funded by Lisburn City Council, Invest NI and the European regional Development Fund under the Sustainable Competitiveness Programme for NI.

II.1.6. CPV code(s)

73220000 Development consultancy 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

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

It is anticipated that the programme will be delivered for one year initially in 2013-2014, with delivery in Year 2 (2014-2015 subject to satisfactory achievement of outputs and availability of funding.

Estimated value excluding VAT: 167 536 GBP

II.2.2. Information about options

Options: yes

Description of options: Option to extend the contract for delivery in Year 2 (2014-2015) is subject to satisfactory achievement of outputs and availability of funding.

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 48 (from the award of the contract)

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: As detailed in the specification.

III.2. Conditions for participation

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

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

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

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 Criteria below

1. Methodology. Weighting 50
2. Proposed Approach to Business Support (workshops or seminars). Weighting 10
3. Proposed Approach to 1:1Mentoring. Weighting 10
4. Proposed approach to package development creation and collective branding. Weighting 10
5. Proposed approach to selection and screening. Weighting 5
6. Proposed monitoring and evaluation mechanisms. Weighting 5
7. A full breakdown of timescales. Weighting 5
8. Roles and responsibilities of each nominated team member. Weighting 5
9. Demonstration of an Understanding of the Brief. Weighting 25
10. Cost. Weighting 25

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

itt_18457

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

29.7.2013 - 12:00

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

Duration in days: 90 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 30.7.2013

Place:

Lagan Valley Island, Lisburn.

Persons authorised to be present at the opening of tenders: yes

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: yes

Identification of the project: The European Regional Development Fund.

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Lisburn City Council

Postal address: Lisburn City Council Lagan Valley Island The Island Lisburn BT27 4RL

Town: Lisburn

Postal code: BT27 4RL

Country: United Kingdom

E-mail: kathryn.cahill@lisburn.gov.uk

Telephone: +44 2892509268

Body responsible for mediation procedures

Official name: Lisburn City Council

Postal address: Lisburn City Council Lagan Valley Island The Island Lisburn BT27 4RL

Town: Lisburn

Postal code: BT27 4RL

Country: United Kingdom

E-mail: kathryn.cahill@lisburn.gov.uk

Telephone: +44 2892509268

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Lisburn City Council will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into.

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

VI.5. Date of dispatch of this notice

13.6.2013