

United Kingdom-Glasgow: Business and management consultancy and related services

OJ S 160/2013 20/08/2013

Contract notice

Services

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: DE&S Commercial, DE&S

Postal address: Level 2, Kentigern House, 65 Brown Street

Town: Glasgow

Postal code: G28EX

Country: United Kingdom

Contact person: DE&S Commercial

For the attention of: Christine Barclay

E-mail: des-comrcl-cc-hocs-psa11@mod.uk

Telephone: +44 1412242681

Fax: +44 1412242669

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**

Ministry or any other national or federal authority, including their regional or local subdivisions

I.3. Main activity

Defence

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**

Enhanced Learning Credit Administration Service (ELCAS).

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

Services

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

NUTS code UK United Kingdom

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)

Business and management consultancy and related services. Business and management consultancy services. Chief of Defence Personnel (CDP) is responsible on behalf of the Ministry of Defence for promoting and encouraging life long learning among members of the Armed Forces. The ELC Scheme is designed to provide larger scale assistance to Service Personnel who qualify with a single payment, over three financial years to assist with the financial cost of learning. This scheme also can be used to motivate full time members of the Armed Forces to pursue their personal development, both during their Service and up to ten years afterwards subject to scheme criteria being met.

Armed Forces personnel who have completed four years full time service and registered on the ELC scheme are eligible to qualify for free tuition fees to gain a Level 3 qualification or a higher education qualification by taking advantage of the cross governmental FE/HE funding scheme.

The Administrative Services, of these schemes are currently provided through a Contract which is due to expire on 28.2.2014. Expressions of interest are invited from organisations who wish to deliver this service on expiry of the current Contract. The current take up of the scheme exceeds 350 000 (June 2013). MOD are working closely with BIS (Business Innovation and Skills) Dept through their Contractor to administer the FEHE scheme, by reclaiming funds base on pre set criteria as stipulated by the Scheme.

The procurement process will be as follows:

- Closing date for expression of interest,
- Return of pre-qualification Questionnaire by no later than,
- Organisations considered suitability qualified to deliver the whole range of services will be invited in to submit outline proposals in response to an outline Statement of Requirements,
- A number of prospective Service providers selected as a result of the above process, will be invited to submit full proposals in,
- Contract handover period – 2 months from January 2014,
- Contract re-let – 1.3.2014.

Expression of interest should be forwarded to: DES-COMRCL-CC-HOCS-PsA11@mod.uk

II.1.6. CPV code(s)

79400000 Business and management consultancy and related services, 79410000 Business and management consultancy services

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

The procurement is covered by the Government Procurement Agreement: no

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

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Start 28.2.2014. Completion 30.9.2017

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

N/A.

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

Payment will follow delivery of services.

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

If a group of economic operators submits a bid, the group must nominate a lead organisations to deal with the Authority. The Authority shall require the group to form a legal entity before entering into the contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

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: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.contracts.mod.uk/delta/project/reasonsForExclusion.html#dspr>

Candidates will be required to sign a declaration confirming whether they do or do not have any of the listed criteria as part of the pre-qualification process. For candidates who are registered overseas, you will need to declare if you have any offences/misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

Two (2) years audited accounts or equivalent information is sought through a formal pre qualification stage.

III.2.2. Economic and financial ability

List and brief description of conditions: (c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last 3 financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

III.2.3. Technical and professional ability

List and brief description of conditions:

(b) a list of the principal deliveries effected or the main services provided in the past three years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: – where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority, – where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator.

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

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 5

Objective criteria for choosing the limited number of candidates: Interested suppliers are invited to apply for a pre-qualification questionnaire (PQQ) by contacting the Authority with their expression of interest in response to the this contract notice. Potential suppliers are required to send the Authority a completed PQQ providing information that allows the Authority to evaluate the supplier's capacities and capabilities against the selection criteria set out at sections III.2.1, III.2.2, III.2.3 of this contract notice.

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. Technical.. Weighting 60
2. Commercial.. Weighting 40

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

HOCS-CM5/00003

IV.3.2. Previous publication concerning this procedure

no

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

Time limit for receipt of requests for documents or for accessing documents: 23.9.2013 - 12:00
Payable documents: no

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

31.10.2013 - 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

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

Suppliers interested in working with the Ministry of Defence should register on the MOD Supplier Information Database (SID) Register, available at www.contracts.mod.uk
The MOD SID is a database of active and potential suppliers available to all MOD and UK Defence procurement personnel, and is the main supplier database of MOD Procurement organisations. Please note: the registration and publication of a company profile on the MOD SID does not mean or imply that the supplier has in any way been vetted or approved by the MOD. Suppliers wishing to compete for advertised MOD contracts must respond to any specific call for competition by submitting a separate expression of interest in accordance with the instructions of the purchasing organisation.

Advertising Regime OJEU: – this contract opportunity is published in the Official Journal of the European Union (OJEU), the MoD Defence Contracts Bulletin and www.contracts.mod.uk GO Reference: GO-2013815-DCB-5039433.

VI.4. Procedures for review

VI.4.1. Review body

Official name: DE&S Commercial, DE&S
Postal address: Level 2, Kentigern House, 65 Brown Street
Town: Glasgow
Postal code: G28EX
Country: United Kingdom

E-mail: des-comrcl-hocs-psa11@mod.uk

Telephone: +44 1412242681

Fax: +44 1412242669

VI.4.2. Review procedure

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

Official name: DE&S Commercial, DE&S

VI.5. Date of dispatch of this notice

15.8.2013