

United Kingdom-Caerphilly: Business development consultancy services

OJ S 115/2020 16/06/2020

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Wales Co-operative Centre

Postal address: Y Borth, 13 Beddau Way

Town: Caerphilly

NUTS code: UKL Wales

Postal code: CF83 2AX

Country: United Kingdom

Contact person: Rhian Edwards

E-mail: info@wales.coop

Telephone: +44 3001115050

Fax: +44 3001115051

Internet address(es):Main address: www.wales.coopAddress of the buyer profile: https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0857**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

I.3. CommunicationThe procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.sell2wales.gov.wales>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.sell2wales.gov.wales>**I.4. Type of the contracting authority**

Body governed by public law

I.5. Main activity

Other activity: Business Development

Section II: Object

II.1. Scope of the procurement**II.1.1. Title**

ITT WCC Organisational Development 0620

Reference number: ITTWCC0620

II.1.2.

Main CPV code

79411100 Business development consultancy services

II.1.3. Type of contract

Services

II.1.4. Short description

Under the framework agreement, suppliers will be required to provide specialist consultancy services to Wales Co-operative Centre and our clients i.e. social businesses who wish to grow. Services will be provided both remotely and in the local geographic area to the client. The framework will be divided into six thematic lots:

Lot 1: Business Planning, Financial Forecasting, Review and Assessment;

Lot 2: Strategic Planning Analysis and Visioning;

Lot 3: Accounting Services;

Lot 4: Marketing, e marketing and Social Media;

Lot 5: Human Resource Services;

Lot 6: Sustainable Development.

Suppliers will be required to deliver services both virtually and face to face. To deliver a more sustainable service and to support the goals of the Wellbeing of Future Generations (Wales) Act we are moving towards a more virtual service. We anticipate the approximate split between virtual and face to face work will be 75 % and 25 % respectively, although this is not guaranteed.

The framework will operate for three years with an option, at WCC's discretion, to extend for a further period of 12 months.

II.1.5. Estimated total value

Value excluding VAT: 2 000 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.2. Description**II.2.1. Title**

Marketing, eMarketing and Social Media

Lot No: 4

II.2.2. Additional CPV code(s)

79413000 Marketing management consultancy services, 79410000 Business and management consultancy services, 79411000 General management consultancy services, 79411100 Business development consultancy services

II.2.3. Place of performance

NUTS code: UKL Wales

Main site or place of performance: Wales.

II.2.4. Description of the procurement

To develop marketing strategies, tactical plans and market research reports and advise social businesses about all areas of marketing.

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option to extend for an additional 1 year.

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:
yes

Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is eight.

II.2. Description**II.2.1. Title**

Sustainable Development

Lot No: 6

II.2.2. Additional CPV code(s)

79410000 Business and management consultancy services, 79411000 General management consultancy services, 80540000 Environmental training services, 90713000 Environmental issues consultancy services, 79411100 Business development consultancy services

II.2.3. Place of performance

NUTS code: UKL Wales

Main site or place of performance: Wales.

II.2.4. Description of the procurement

Developing or improving a sustainable development strategy including environmental policy, actions plans and Eco-code for social businesses.

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option to extend for an additional 1 year.

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:
yes

Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is 10.

II.2. Description

II.2.1. Title

Business Planning, Financial Forecasting, Review and Assessment

Lot No: 1

II.2.2. Additional CPV code(s)

79411100 Business development consultancy services, 79410000 Business and management consultancy services, 79411000 General management consultancy services, 79400000 Business and management consultancy and related services

II.2.3. Place of performance

NUTS code: UKL Wales

Main site or place of performance: Wales.

II.2.4. Description of the procurement

To develop and write comprehensive business plans including financial projections (i.e. profit and loss and cash flow analysis) for social businesses.

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

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option to extend for an additional 1 year.

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:
yes

Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is 15.

II.2. Description

II.2.1. Title

Strategic Planning Analysis and Visioning

Lot No: 2

II.2.2. Additional CPV code(s)

79410000 Business and management consultancy services, 79411000 General management consultancy services, 79411100 Business development consultancy services, 79400000 Business and management consultancy and related services

II.2.3. Place of performance

NUTS code: UKL Wales

Main site or place of performance: Wales.

II.2.4. Description of the procurement

To strategically analyse social business client organisations, conduct visioning sessions with senior staff/board members and develop in depth strategic plans.

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

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option to extend for an additional 1 year.

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:
yes

Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is eight.

II.2. Description

II.2.1. Title

Accounting Services
Lot No: 3

II.2.2. Additional CPV code(s)

79412000 Financial management consultancy services, 79410000 Business and management consultancy services, 79411000 General management consultancy services, 66171000 Financial consultancy services

II.2.3. Place of performance

NUTS code: UKL Wales
Main site or place of performance: Wales.

II.2.4. Description of the procurement

To investigate and forensically analyse social business company accounts and other financial documents and produce succinct reports based on findings.

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

Duration in months: 36
This contract is subject to renewal: yes
Description of renewals:
Option to extend for an additional 1 year.

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:
yes
Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is eight.

II.2. Description**II.2.1. Title**

Human Resource Services
Lot No: 5

II.2.2. Additional CPV code(s)

79414000 Human resources management consultancy services, 79410000 Business and management consultancy services, 79411000 General management consultancy services, 79400000 Business and management consultancy and related services, 79411100 Business development consultancy services

II.2.3. Place of performance

NUTS code: UKL Wales

Main site or place of performance: Wales.

II.2.4. Description of the procurement

Analysing and developing relevant HR policies, procedures and employment documents and advising social businesses in all areas of HR including Equal Opportunities and Gender Mainstreaming policies. Also experience of assisting social businesses to implement said policies and procedures.

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

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option to extend for an additional 1 year.

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: yes

Identification of the project: Social Business Wales.

II.2.14. Additional information

Maximum number of suppliers to be appointed to this lot is 12.

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

III.2. Conditions related to the contract

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 several operators Envisaged maximum number of participants to the framework agreement: 60

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

Date: 13/07/2020 Local time: 12:00

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, Welsh

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 13/07/2020 Local time: 14:00

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

Note: to register your interest in this notice and obtain any additional information please visit the Sell2Wales website at https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=102168.

The buyer has indicated that it will accept electronic responses to this notice via the postbox facility. A user guide is available at https://www.sell2wales.gov.wales/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. (WA Ref:102168)

Download the ESPD document here: https://www.sell2wales.gov.wales/ESPD/ESPD_Download.aspx?id=102168

The buyer considers that this contract is suitable for consortia.

VI.4. Procedures for review

VI.4.1. Review body

Official name: High Court

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

Telephone: +44 2079477501

VI.5. Date of dispatch of this notice

12/06/2020