

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

OJ S 165/2015 27/08/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Cumbria Chamber of Commerce and Industry Ltd
Postal address: 3rd Floor Broadacre House, 16-20 Lowther Street
Town: Carlisle
Postal code: CA3 8DA
Country: United Kingdom
For the attention of: Suzanne Caldwell
E-mail: suzanne@cumbriachamber.co.uk
Telephone: +44 8452260040
Fax: +44 8452260050

Internet address(es):

General address of the contracting authority: <http://www.cumbriachamber.co.uk>
Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA33669

Electronic access to information: www.mytenders.org

Electronic submission of tenders and requests to participate: www.mytenders.org

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

Other: Chamber of Commerce

I.3. Main activity

Other: business support and representation

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**

Provision of business advice services for Cumbria Business Growth Hub & BSUS.

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: Cumbria, England.

NUTS code UK United Kingdom

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 100 000 and 500 000 GBP

II.1.5. Short description of the contract or purchase(s)

This invitation is issued by Cumbria Chamber of Commerce in relation to business support planned as part of Cumbria Business Growth Hub and the Cumbria Business Start-Up Support initiative (BSUS).

The ERDF BSUS start-up project phase 2 (currently in development) is expected to assist individuals and groups looking to start in business and young businesses in their first three years of trading, following on from the current ERDF BSUS project offering training needs analyses/diagnostics, advice and training, tailored to client needs. The intention is that the Chamber will deliver in the Carlisle, Eden, Furness and South Lakeland areas. This will operate under the umbrella of Cumbria Business Growth Hub.

As part of this we are looking to refresh our frameworks of experienced business advisers (individual advisers and/or specified individuals within an organisation), both generalist and specialist, to carry out business reviews/training needs analyses, develop action plans and deliver advice and coaching to businesses and/or potential start-ups in Cumbria. This will be a flexible pool of sub-contracted advisers, drawn on as needed depending on factors such as levels of demand, client needs and preferences, experience and specialisms.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at http://www.myTenders.org/Search/Search_Switch.aspx?ID=161609

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.myTenders.org/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.

II.1.6. CPV code(s)

79400000 Business and management consultancy and related services, 79410000 Business and management consultancy services, 79411000 General management consultancy services, 79413000 Marketing management consultancy services, 79414000 Human resources management consultancy services, 79412000 Financial management consultancy services

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

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Support to potential start ups, pre starts, post starts and established SMEs in Cumbria.
Volume in total and across lots depending on demand.

Estimated value excluding VAT:

Range: between 100 000 and 500 000 GBP

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

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

Information about lots

Lot No: 01

Lot title: General

1) Short description

Information, diagnostic and brokerage, general business advice and account management as set out in the ITT.

2) CPV code(s)

79410000 Business and management consultancy services

3) Quantity or scope

Support to eligible SMES in Cumbria, volume dependent on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 02

Lot title: General Start-Up

1) Short description

Information, diagnostic and brokerage, advice and account management to potential start-ups and businesses in their early years of trading as set out in the ITT.

2) CPV code(s)

79400000 Business and management consultancy and related services

3) Quantity or scope

Support to pre and post start businesses in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 03

Lot title: Marketing

1)

Short description

Information, diagnostic and brokerage, marketing advice and account management to pre-starts and SMEs in Cumbria as set out in the ITT.

2) CPV code(s)

79413000 Marketing management consultancy services

3) Quantity or scope

Support to eligible SMEs in Cumbria, volume depending on demand.

4) Indication about different time frame or duration**5) Additional information about lots**

Lot No: 04

Lot title: Sales

1) Short description

Information, diagnostic and brokerage, sales advice and account management to SMEs and potential start ups in Cumbria as set out in the ITT.

2) CPV code(s)

79413000 Marketing management consultancy services

3) Quantity or scope

Eligible SMEs and pre starts in Cumbria, volume depending on demand.

4) Indication about different time frame or duration**5) Additional information about lots**

Lot No: 05

Lot title: Finance and Accounting

1) Short description

Information, diagnostic and brokerage, finance and accounting advice and account management to SMES and pre-starts in Cumbria as set out in the ITT.

2) CPV code(s)

79412000 Financial management consultancy services

3) Quantity or scope

Support to eligible SMEs in Cumbria, volume depending on demand.

4) Indication about different time frame or duration**5) Additional information about lots**

Lot No: 06

Lot title: HR

1) Short description

Information, diagnostic and brokerage, HR advice and account management to SMES and pre starts in Cumbria as set out in the ITT.

2) CPV code(s)

79414000 Human resources management consultancy services

3)

Quantity or scope

Support to SMEs and pre starts in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 07

Lot title: Production

1) Short description

Information, diagnostic and brokerage, production advice and account management to SMEs and pre starts in Cumbria as set out in the ITT.

2) CPV code(s)

79415000 Production management consultancy services

3) Quantity or scope

Support to eligible pre starts and SMEs in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 08

Lot title: Business Planning/Strategy

1) Short description

Information, diagnostic and brokerage, business planning and strategy advice and account management for eligible SMEs and pre starts in Cumbria as set out in the ITT.

2) CPV code(s)

79400000 Business and management consultancy and related services

3) Quantity or scope

Support to eligible SMEs and pre starts in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 09

Lot title: ICT/Digital

1) Short description

Information, diagnostic and brokerage, ICT/digital advice and account management for SMEs and pre starts in Cumbria as set out in ITT.

2) CPV code(s)

72600000 Computer support and consultancy services

3) Quantity or scope

Support to eligible SMES and pre starts in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 10

Lot title: Female Led Enterprise

1) Short description

Information, diagnostic and brokerage, advice to female led enterprises and account management as set out in the ITT.

2) CPV code(s)

79400000 Business and management consultancy and related services

3) Quantity or scope

Support to eligible SMEs in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 11

Lot title: Women's Start-Up

1) Short description

Information, diagnostic and brokerage, advice to women potentially interested in setting up in business and female led start-ups and post starts, and account management as set out in ITT.

2) CPV code(s)

79400000 Business and management consultancy and related services

3) Quantity or scope

Women potentially interested in setting up in business and female led start ups and post starts in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 12

Lot title: Other

1) Short description

Information, diagnostic and brokerage, specialist advice not covered by the other lots, and account management as set out in the ITT.

2) CPV code(s)

79400000 Business and management consultancy and related services

3) Quantity or scope

Eligible SMEs and start-ups in Cumbria, volume depending on demand.

4) Indication about different time frame or duration

5) Additional information about lots

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

Payment terms are detailed in Schedule F of the Invitation to Tender.

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

N/A.

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: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent.

(2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession.

(4) All candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession.

(5) All candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register.

(6) Any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

(7) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established.

(8) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

All candidates will be required to provide a Certificate of Non-Collusion and undertakings regarding corruption and confidential information.

III.2.2. Economic and financial ability

List and brief description of conditions: Where the applicant has worked for us in a similar capacity we will take past performance into account, alongside one reference. Where they have not then two relevant references will be required.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract.

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

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

24.9.2015 - 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

until: 25.3.2016

IV.3.8. Conditions for opening of tenders

Date: 24.9.2015 - 13:00

Place:

3rd Floor Broadacre House, 16-20 Lowther Street, Carlisle, Cumbria CA3 8DA UK

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: Cumbria Business Growth Hub and the Cumbria Business Start-Up Support initiative.

VI.3. Additional information

(MT Ref:161609).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Cumbria Chamber of Commerce

Postal address: Broadacre House, 16-20 Lowther Street

Town: Carlisle

Postal code: CA3 8DA

Country: United Kingdom

E-mail: suzanne@cumbriachamber.co.uk

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within OJEU standstill period.

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

Official name: Cumbria Chamber of Commerce

Postal address: Broadacre House, 16-20 Lowther Street

Town: Carlisle

Postal code: CA3 8DA

Country: United Kingdom

E-mail: suzanne@cumbriachamber.co.uk

VI.5. Date of dispatch of this notice

24.8.2015