

**UK-Banbury: environmental issues consultancy services**

OJ S 184/2012 25/09/2012

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: The Waste and Resources Action Programme

Postal address: The Old Academy, 21 Horsefair

Town: Banbury

Postal code: OX16 0AH

Country: United Kingdom

For the attention of: Emma Bowers

E-mail: [emma.bowers@wrap.org.uk](mailto:emma.bowers@wrap.org.uk)

Telephone: +44 1295819668

**Internet address(es):**General address of the contracting authority: [www.wrap.org.uk/tenders](http://www.wrap.org.uk/tenders)Electronic access to information: [www.wrap.org.uk/tenders](http://www.wrap.org.uk/tenders)**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**

Body governed by public law

**I.3. Main activity**

Environment

**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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Framework contract for resource efficiency in products and services.

**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 procurement involves the establishment of a framework agreement

#### **II.1.4. Information about framework agreement**

Framework agreement with several operators

##### **Duration of the framework agreement**

Duration in months: 48

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

Estimated value excluding VAT: 12 000 000 GBP

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

Environmental issues consultancy services. WRAP wishes to appoint a number of advisors to provide technical support services to WRAP and to businesses with which WRAP is involved.

The framework contract will be set up in a series of 6 lots:

Lot 1 technical advice to retailers and suppliers of home & workplace products.

Lot 2 technical advice to retailers, suppliers, recyclers and collectors of clothing and other textile products.

Lot 3 technical advice to retailers and suppliers of electrical & electronic products.

Lot 4 technical advice to clients, contractors and supply chain for facilities management services.

Lot 5 resource-efficient business models.

Lot 6 technical advice to hospitality and food service companies and their supply chains.

Further details of what is included in each lot can be found in the tender invitation

Document available for download on WRAP's web site [www.wrap.org.uk/tenders](http://www.wrap.org.uk/tenders).

#### **II.1.6. CPV code(s)**

90713000 Environmental issues 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: yes

Tenders may be submitted for one or more lots

#### **II.1.9. Information about variants**

##### **II.2. Scope of the procurement**

##### **II.2.1. Total quantity or scope**

The framework contract will be set up in a series of 6 lots:

Lot 1 technical advice to retailers and suppliers of home & workplace products.

Lot 2 technical advice to retailers, suppliers, recyclers and collectors of clothing and other textile products.

Lot 3 technical advice to retailers and suppliers of electrical & electronic products.

Lot 4 technical advice to clients, contractors and supply chain for facilities management services.

Lot 5 resource-efficient business models.

Lot 6 technical advice to hospitality and food service companies and their supply chains.

##### **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: 1

Lot title: Technical advice to retailers and suppliers of home & workplace products

#### **1) Short description**

This will require a high degree of expertise and ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Advice on reducing impacts across the product life-cycle, including design, logistics, production and packaging, across the portfolio of home & workplace products – particularly for embedded carbon, water and waste impacts;

Advice on embedding resource efficiency in corporate processes, including procurement, design, product specification, product and service innovation and impact measurement;

Financial and commercial evaluation of changes in business practice (product, packaging, outsourcing, product and service innovation, more efficient business model etc.);

Practical support (including workshop and working group facilitation) for project implementation, monitoring and evaluation and for change management;

Identifying good practice sector-wide in managing resource use, including through design specification, procurement, product and service innovation, logistics and performance measurement;

Developing a compelling commercial case for action on resource efficiency; drawing on substantial and complex technical evidence to present a concise and effective case; and

Developing guidance, tools, case studies and other resources to share good practice.

#### **2) CPV code(s)**

90713000 Environmental issues consultancy services

#### **3) Quantity or scope**

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

Lot No: 2

Lot title: Technical advice to retailers, suppliers, recyclers and collectors of clothing and other textile products

#### **1) Short description**

This will require a high degree of expertise and working knowledge of the industry and the ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Advice on reducing impacts across the product life-cycle of clothing and textile products (household and commercial) – particularly for embedded carbon, water and waste impacts;

Advice on assessing and measuring the impact of reduction actions such as fibre/fabric selection, lower impact laundry practices, design – particularly for embedded carbon, water and waste;

Advice on embedding resource efficiency in corporate policies and processes for textile products, including procurement, design, product specification, fibre processing, manufacturing, supply and impact measurement/reporting;

Financial and commercial evaluation of changes in business practice (product, packaging, processing, manufacturing, outsourcing, business model etc);

Practical support (including 1:1 business support, workshop and working group facilitation) for project implementation, monitoring and evaluation and for change management;  
Identifying good practice sector-wide in managing resource use, including through design specification, procurement, fibre processing, manufacturing, supply, logistics and performance measurement;  
Developing guidance, tools, case studies and other resources to share good practice; and  
Advice on the use of recovered post-industrial and post-consumer textiles for re-manufacturing.

**2) CPV code(s)**

90713000 Environmental issues consultancy services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 3

Lot title: Technical advice to retailers and suppliers of electrical & electronic products

**1) Short description**

This will require a high degree of expertise and ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Advice on reducing impacts across the product life-cycle of electrical & electronic products – particularly for embedded carbon, water and waste impacts;

Advice on embedding resource efficiency in corporate processes, including procurement, design, product specification and impact measurement;

Financial and commercial evaluation of changes in business practice (product, packaging, outsourcing, business model etc);

Practical support (including workshop and working group facilitation) for project implementation, monitoring and evaluation and for change management;

Identifying good practice sector-wide in managing resource use, including through design specification, procurement, logistics and performance measurement; and

Developing guidance, tools, case studies and other resources to share good practice.

**2) CPV code(s)**

90713000 Environmental issues consultancy services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: Technical advice to clients, contractors and supply chain for facilities management services

**1) Short description**

This will require a high degree of expertise and working knowledge of the industry and the ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Advice on reducing impacts in facilities management services (including building management and maintenance, waste management, catering (including food and food packaging waste), furniture, information & communication technologies and textile services) – particularly for embedded carbon, water and waste impacts;

Advice on using resources more efficiently across facilities management services through e.g. asset management, waste minimisation, product repair, reuse and upgrading, lifetime optimisation, product leasing and influencing user behaviour;  
Advice on embedding resource efficiency in corporate processes, including procurement, design, service specification and impact measurement;  
Financial and commercial evaluation of changes in business practice (product, packaging, outsourcing, business model etc.);  
Practical support (including 1:1 business support, workshop and working group facilitation) for project implementation, monitoring and evaluation and for change management;  
Identifying good sector-wide practice in managing resource use, from service specification, procurement, logistics and performance measurement; and  
Developing guidance, tools, case studies and other resources to share good practice.

**2) CPV code(s)**

90713000 Environmental issues consultancy services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 5

Lot title: Resource-efficient business models

**1) Short description**

This will require a high degree of expertise and ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Financial and commercial evaluation of changes in business practice for both business to business and business to consumer scenarios;

Advice on practical changes to corporate processes, including innovation, design, procurement, service delivery, customer management, and product management and support;  
Practical support (including innovation processes, workshop and working group facilitation) for business model implementation, monitoring and evaluation and for change management; and  
Developing guidance, tools, case studies and other resources to share good practice.

**2) CPV code(s)**

90713000 Environmental issues consultancy services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 6

Lot title: Technical advice to hospitality and food service companies and their supply chains

**1) Short description**

This will require a high degree of expertise and working knowledge of the hospitality and food service industry and the ability to provide independent support to WRAP and to organisations identified by WRAP on one or more of the topics in the following non-exclusive list:

Food and drink management within a commercial kitchen and understanding of kitchen processes. For example, management of food to minimise waste within a kitchen;

Training and behaviour change on waste prevention and waste management to enable

development of train the trainer material for staff in hospitality and foodservice companies;  
Hospitality and Foodservice procurement, including clients and outlets;  
Data analysis and interpretation to enable financial and environmental impact to be assessed and prioritised and areas of potential improvement to be identified for a hospitality and foodservice business. This could be used for example to develop implementation plans for signatories to the Hospitality and Food Service Agreement;  
Packaging and food waste management. With an understanding of services available and relevant legislation in different UK nations;  
Strategic business case development. For example, to assist a contract caterer in providing a business case for their client to support them on resource efficiency measures;  
Practical support (including workshop and working group facilitation) for business model implementation, monitoring and evaluation and for change management; and  
Developing guidance, tools, case studies and other resources to share good practice.

**2) CPV code(s)**

90713000 Environmental issues consultancy services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

**Section III: Legal, economic, financial and technical information**

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**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**

**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**

**III.3.2. Information about staff responsible for the performance of the contract**

**Section IV: Procedure**

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#### **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**

FRA052-000

##### **IV.3.2. Previous publication concerning this procedure**

no

##### **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**

14.1.2013 - 13:30

##### **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: 14.1.2013 - 13:30

#### **Section VI: Complementary information**

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##### **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**

GO Reference: GO-2012920-PRO-4255083.

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: Waste & Resources Action Programme

Postal address: The Old Academy, 21 Horsefair

Town: Banbury

Postal code: OX16 0AH

Country: United Kingdom

Telephone: +44 1295819900

##### **Body responsible for mediation procedures**

Official name: Waste & Resources Action Programme

Postal address: The Old Academy, 21 Horsefair

Town: Banbury

Postal code: OX16 0AH

Country: United Kingdom

Telephone: +44 1295819900

##### **VI.4.2. Review procedure**

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

##### **VI.5. Date of dispatch of this notice**

20.9.2012