

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

OJ S 169/2018 04/09/2018

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Big Lottery Fund

Postal address: 1 Plough Place

Town: London

NUTS code: UKI31 Camden and City of London

Postal code: EC4A 1DE

Country: United Kingdom

Contact person: Procurement Team

E-mail: procurement@biglotteryfund.org.uk

Telephone: +44 3454102030

Internet address(es):Main address: <https://www.biglotteryfund.org.uk/about/customer-service/supplier-zone>Address of the buyer profile: <https://www.biglotteryfund.org.uk/about/customer-service/supplier-zone>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.biglotteryfund.bravosolution.co.uk>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://biglotteryfund.bravosolution.co.uk>

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

General public services

Section II: Object

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

Provision of Support and Development Services for the Big Lottery Fund Headstart Programme Phase 3 Project

Reference number: BIG001-0963

II.1.2. Main CPV code

79400000 Business and management consultancy and related services

II.1.3. Type of contract

Services

II.1.4. Short description

The Big Lottery Fund is seeking to appoint a service provider or service provider(s) to provide support and development services for its headstart programme Phase 3 project. There are 3 discrete Lots:

Lot 1 — Support partnerships to deliver outcomes for young people;

Lot 2 — Support for the sustainability and legacy of headstart partnerships;

Lot 3 — Networking and learning across the partnerships.

Bidders may tender for lots 1 and 3; lots 2 and 3 or all lots but are not permitted to tender for Lot 3 only.

II.1.5. Estimated total value

Value excluding VAT: 580 916,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for maximum number of lots: 3

Maximum number of lots that may be awarded to one tenderer: 3 The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lots 1 and 3; Lots 2 and 3 and all lots.

II.2. Description

II.2.1. Title

Provision of Support and Development Services to Support Partnerships to Deliver Outcomes for Young People

Lot No: 1

II.2.2. Additional CPV code(s)

79400000 Business and management consultancy and related services

II.2.3. Place of performance

NUTS code: UKI31 Camden and City of London

Main site or place of performance: London

II.2.4. Description of the procurement

This support should be provided through critical challenge and expert knowledge, working with the partnerships on their approach and achievement towards outcomes for young people. This support will be provided on a call down basis and up to one day per month per partnership should be budgeted for. This support could include:

- collaboration and co-production with young people in order to ensure the service continues to meet their needs and engages them in a meaningful way,
- supporting service re-design based on outcomes achieved,
- identifying best practice externally and sharing with the partnerships,
- ensuring partnerships are kept up to date with local and national policy and practice developments in the wider mental health /emotional resilience arena.

This support should draw on the evidence and data gathered from the evaluation team and their capacity building strand to ensure that partnerships remain evidence informed. As part of the learning contract this data can be analysed and interrogated to highlight any improvements and service re-designs which might be necessary. We would expect the bidder(s) to work alongside the learning team in this aspect.

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

Value excluding VAT: 148 958,00 GBP

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

Duration in months: 30

This contract is subject to renewal: no

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:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Support and Development Services for the Sustainability and Legacy of Headstart Partnerships

Lot No: 2

II.2.2. Additional CPV code(s)

79400000 Business and management consultancy and related services

II.2.3. Place of performance

NUTS code: UKI31 Camden and City of London

Main site or place of performance: London

II.2.4. Description of the procurement

This lot consists of 2 areas:

1) Working with key people from each partnership, this strand will offer the same amount of support to all, in an environment which will stretch, inspire and provide a mutually supportive environment. This will consist of 1 day per partnership per month and will focus on supporting leaders in each area to consider the sustainability of the support they provide including various interventions and providers. This area is likely to include:

(a) Support the areas to monitor the policy horizon and challenge their plans to improve sustainability, exploit opportunities or mitigate risks;

(b) Support to understand local audiences (e.g. commissioners) that they need to engage and influence;

(c) Understand the financial considerations and options to ensure sustainability of different elements of their programme;

(d) Reviewing ambitions for system change within each area.

2) All area partnerships must also have access to flexible support to respond to opportunities and troubleshoot challenges as they arise. This strand will be procured on a call down basis, with all flexible support to be agreed with the partnership and approved in advance by the

Fund. Up to 1 day per partnership per month should be budgeted for and support could consist of the following areas:

- (a) Programme Management;
- (b) Partnership working and collaboration;
- (c) Marketing and Communications;
- (d) Governance;
- (e) Facilitation;
- (f) Financial support such as forecasting.

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

Value excluding VAT: 266 083,00 GBP

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

Duration in months: 30

This contract is subject to renewal: no

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:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Provision of Support and Development Services to facilitate /Deliver Networking and Learning Across the Partnerships

Lot No: 3

II.2.2. Additional CPV code(s)

79400000 Business and management consultancy and related services

II.2.3. Place of performance

NUTS code: UKI31 Camden and City of London

Main site or place of performance: London

II.2.4. Description of the procurement

The Fund requires that the areas supported share their knowledge and experience across the partnerships. We would expect this lot to consist of 2 areas:

- 1) Developing communities of practice across the partnerships. These communities of practice should look to bring specialists from the partnerships in physical and/or virtual events in order to share learning, network, work through common problems and ensure they are kept up to date with the latest developments from the wider sector.

In conjunction with the Fund and the partnerships, the make-up of these would be developed but could include young people and apprentices, co-production leads, programme and strategic leads, school leads, community leads, communications and digital leads and youth practitioners. These communities of practice would support areas to engage with each other, collate information, share and disseminate knowledge, learning and practice and use of this knowledge to encourage influencing of national policy and challenging local practice.

Where meaningful, these communities of practice could benefit from the addition of delegates from the 6 HeadStart phase 1 and 2 areas which did not move on to phase 3.

Learning from lots 1 and 2, as well as policy developments and emerging themes from the Fund's relationship with partnerships, will feed into these showing the need for the potential provider(s) to work collaboratively.

We would expect these communities of practice to lead to tangible and practical outputs and learning and for this to be shared across partnerships and to wider audiences. The format of these outputs will be decided alongside the HeadStart team at the Fund in collaboration with wider teams such as knowledge and learning and communications. The assets could include evidence based reports, infographics, videos, and /or blogs.

All assets, including photos, audio, video and written outputs should obtain relevant GDPR permissions and be available to the Big Lottery Fund, funded partnerships and service delivery organisations to use in their work with no IP or legal limitations on reuse. We would expect any provider to work with our communications team and adhere to our communications and branding guidelines.

This learning can be shared internally, across the partnerships, using an online forum or digital collaboration tool.

To wider audiences, the service provider can work with the partnerships and the Fund to consider the most appropriate dissemination methods such as an e-newsletter. Again, we would expect the provider to work with our communications team in this area.

2) Organising and facilitating themed networking across the programme with one event per quarter, to be undertaken at varying locations including HeadStart sites. With oversight from the Fund, the service provider will organise and manage all aspects of events, including paying for venues, travel and accommodation costs for attendees and arranging external speakers.

These events will provide meaningful opportunities for different specialists in the partnerships to meet face to face, facilitate peer learning and cross-partnership engagement, and provide both inspiration and access to sector and stakeholder expertise which raises the ambition of the areas.

The themes for these events will be decided in conjunction with the Fund and will cover a range of issues which the partnerships are facing such as school exclusions, working in partnership and working with policy makers.

As above, in the same way as section 1 of Lot 3, we would expect these networking events to lead to outputs which are useful to the partnerships, the fund and the wider sector.

Currently, the learning team organise communities of practice with the local evaluation teams and data analysts as well as organising evaluation themed events. We would expect the successful bidder(s) to work alongside the evaluation team when booking events in order to develop a calendar of events which support the part

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

Value excluding VAT: 165 875,00 GBP

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

Duration in months: 30

This contract is subject to renewal: no

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:
no

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Refer to invitation to tender document for details.

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.2.2. Contract performance conditions

Refer to the invitation to tender document for full details.

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

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: 01/10/2018 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

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: 01/10/2018 Local time: 13:00

Place:

UK: Birmingham

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement and in the tender documents.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Big Lottery Fund

Postal address: 1 Plough Place

Town: London

Postal code: EC4A 1DE

Country: United Kingdom

E-mail: procurement@biglotteryfund.org.uk

Internet address: <https://www.biglotteryfund.org.uk>

VI.5. Date of dispatch of this notice

31/08/2018