

United Kingdom-Glasgow: Business development consultancy services

OJ S 244/2013 17/12/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: The Scottish Ministers acting through the Scottish Government

Postal address: Europa Building, 450 Argyle Street

Town: Glasgow

Postal code: G2 8LG

Country: United Kingdom

Contact person: Scottish Procurement

For the attention of: Douglas Martin

Telephone: +44 1412420478

Internet address(es):General address of the contracting authority: <http://www.scotland.gov.uk>Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482Electronic access to information: www.publictendersscotland.publiccontractsscotland.gov.ukElectronic submission of tenders and requests to participate: www.publictendersscotland.publiccontractsscotland.gov.uk**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

General public services

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: The Scottish Government Core Directorates

Section II: Object of the contract

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

Business Support for Third Sector Organisations.

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

Services

Service category No 27: Other services
Main site or place of performance: Scotland.
NUTS code UKM Scotland

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)

The Scottish Government is seeking a Supplier to work with them to market and deliver business support and development services during 2014-18 to the enterprising third sector in Scotland.

This contract will build on the success of the business support currently being delivered through the Scottish Government's 'Just Enterprise' business support programme. Successful delivery requires a Supplier with expertise and experience of delivering fully supported professional client-focussed business development services across a wide geographic area. A knowledge of the third sector landscape in Scotland will be important as well as the ability to communicate and engage with sectoral stakeholders so that the benefits of the services may be accessed by as many enterprising organisations as possible. The Supplier will use their expertise to ensure that only organisations with the best potential of being more enterprising are taken forward for support.

Familiarity with the key markets in which third sector organisations operate will be needed to ensure the support being offered is pertinent. Knowledge of where other forms of public support and services are already available to the sector (i.e. from Third Sector Interfaces, Highlands and Islands Enterprise, Business Gateway and Scottish Enterprise and other providers) will ensure that these services remain additional and complementary to mainstream business support already available.

The Supplier is required to ensure service continuity from 24.5.2014 to 23.5.2016. A further 2 options to extend this contract for 1 year will be considered at the sole discretion of the Scottish Ministers 3 months prior to the contract expiry date.

NOTE: The authority is using PCS-Tender to carry out this procurement process. Please note this is a separate website and if you are not already registered, registration will be required

To access PCS-Tender, record your interest in this notice and access the tender documentation please visit <https://www.publictendersscotland.publiccontractsscotland.gov.uk> and search for project Code 1461 within the appropriate area.

If you have already registered on Public Contracts Scotland and PCS-Tender and paired your accounts you can access PCS-Tender through your Public Contracts Scotland Control Panel.

II.1.6. CPV code(s)

79411100 Business development consultancy services, 79632000 Personnel-training services , 79900000 Miscellaneous business and business-related services, 66171000 Financial consultancy services

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

The procurement is covered by the Government Procurement Agreement: yes

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

Estimated value excluding VAT:

Range: between 3 500 000 and 4 000 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Option to extend for an additional 2 years (2 x 1 year options)

Provisional timetable for recourse to these options:
in months: 21 (from the award of the contract)

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 24.5.2014. Completion 23.5.2016

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

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

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 they have not been convicted of a criminal offence relating to the conduct of their business or profession.

(3) 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.

(4) All candidates will have to demonstrate that they are licensed, or a member of the relevant organisation, in the State where they are established, when the law of that State prohibits the provision of the services, described in this notice, by a person who is not so licensed or who is not a member of the relevant organisation.

(5) 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

(6) 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. As detailed with Invitation to Tender document

III.2.2. Economic and financial ability

List and brief description of conditions: (1) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

(2) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

III.2.3. Technical and professional ability

List and brief description of conditions:

As detailed within Invitation To Tender document

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 Criteria below

1. Technical. Weighting 70

2. Commercial. Weighting 30

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1.

IV.3.2. Previous publication concerning this procedure

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: 3.2.2014

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

4.2.2014 - 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

Duration in months: 4 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 4.2.2014 - 12:00

Place:

Europa Building, 450 Argyle Street, Glasgow G2 8LG

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: November 2015

VI.2. Information about European Union funds

VI.3. Additional information

(SC Ref:288204)

VI.4. Procedures for review

VI.4.1. Review body

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

13.12.2013