

United Kingdom-Stirling: Staff development services
OJ S 249/2020 22/12/2020
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Scottish Environment Protection Agency
Postal address: Strathallan House, Castle Business Park
Town: Stirling
NUTS code: UKM77 Perth & Kinross and Stirling
Postal code: FK9 4TZ
Country: United Kingdom
Contact person: David Turner
E-mail: david.turner@sepa.org.uk
Telephone: +44 1786457700

Internet address(es):

Main address: <http://www.sepa.org.uk>
Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11302

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: www.publiccontractsscotland.gov.uk

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: www.publiccontractsscotland.gov.uk

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: www.publiccontractsscotland.gov.uk

I.4. Type of the contracting authority

Other type: NDPB

I.5. Main activity

Environment

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Supply of a Job Evaluation Scheme and System
Reference number: R20094OJE

II.1.2.

Main CPV code

79633000 Staff development services

II.1.3. Type of contract

Services

II.1.4. Short description

To develop and implement a suitable job evaluation scheme with a current cloud based system.

II.1.5. Estimated total value

Value excluding VAT: 3 500 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description**II.2.3. Place of performance**

NUTS code: UKM77 Perth & Kinross and Stirling
Main site or place of performance: Stirling Office.

II.2.4. Description of the procurement

Supplier to provide a modern cloud based job evaluation scheme and system, including training.

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**

Start: 12/03/2021 End: 11/03/2025

This contract is subject to renewal: yes

Description of renewals:

2 x 36-month optional extensions.

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:

It is a requirement of this tender that if the tenderer is UK based, they must hold a valid registration with Companies House and confirm registration in the ESPD document.

If the tenderer is based out with the UK, they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015 in the ESPD.

Please provide this information on a separate word document titled 111 1.1 Suitability.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

SEPA will access a Dun & Brad Street report for a tenderers organisation and use the information contained within to assist with the assessment of the tenderer's economic and financial standing. SEPA will obtain a report for each tenderer following the closing date for tender receipts in order to have the most up to date information.

Any additional financial information deemed necessary will be requested prior to award

Minimum level(s) of standards possibly required:

Minimum level(s) of standards required:

It is the requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Professional indemnity insurance for an insured amount of not less than GBP 5 million per occurrence

And unlimited in respect of the number of occurrences covered by such insurance during any one insurance period;

Employer's liability insurance in respect of Employees for an insured amount of not less than GBP 5 million per occurrence and unlimited in respect of the number of occurrences covered by such insurance during any one insurance period or in accordance with any legal requirement for the time being in force if greater.

Bidders are required to meet the following financial ratios:

Acid test ratio: great than 1

Net profit/net sales: positive figure

Net capital employed: positive figure.

Please provide on a separate word document titled 111 1.2 economical and financial standing minimum standard level/s.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

List and brief description of selection criteria:

Tenderers must be an existing provider of a Job Evaluation Scheme and System within at least two organisations of at least 500 full-time equivalent employees and must provide evidence that this is in current operation. Two case studies are to be provided summarising separate implementation exercises within the preceding 3-year period. These case studies may include on-going implementation activities. Reference should specifically be made to the diversity of roles covered by the scheme implementation and a description of how role flexibility was enhanced through adopting the scheme. Confirmation of ISO 9001 required.

This is a pass/fail criteria.

Minimum level(s) of standards possibly required:

Minimum level(s) of standards required:

- please provide the following information as part of the case studies,
- current existing provider to company of over 500 employees,
- 2 case studies supplied from last 3 years,
- any on going implementation activities,
- role diversity and role flexibility enhancement included,
- this is a pass/fail criteria.

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2020/S 195-473199](#)

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

Date: 18/02/2021 Local time: 13:00

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

Tender must be valid until: 30/04/2021

IV.2.7. Conditions for opening of tenders

Date: 18/02/2021 Local time: 13:00

Place:

Stirling.

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

Tenderers are advised to return their completed tender response including a completed ESPD form by the tender deadline date

Note: to register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=630680

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.publiccontractsscotland.gov.uk/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.

Note: to register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=638812

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(SC Ref:638812)

VI.4. Procedures for review

VI.4.1. Review body

Official name: Court of Session

Postal address: Parliament House, Parliament Square

Town: Edinburgh

Country: United Kingdom

VI.5. Date of dispatch of this notice

17/12/2020