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Tender

Company Research Databases

Scottish Enterprise

F02: Contract notice

Notice identifier: 2024/S 000-001235

Procurement identifier (OCID): ocds-h6vhtk-042d08

Published 15 January 2024, 11:43am

Section I: Contracting authority

I.1) Name and addresses

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

Contact

Alison McManus

Email

alison.mcmanus@scotent.co.uk

Telephone

+44 1414685025

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.scottish-enterprise.com/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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 above-mentioned 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

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Company Research Databases

Reference number

P24-0098

II.1.2) Main CPV code

- 72320000 - Database services

II.1.3) Type of contract

Services

II.1.4) Short description

Scottish Enterprise has a requirement to tender for a suite of company research databases. The tender consists of 3 individual lots. Bidders may bid for more than one lot.

The databases must be an 'off-the-shelf' solution, hosted remotely and accessible to end users (Scottish Enterprise staff) via a website. The databases will form

part of a portfolio of research databases which will be used by Scottish Enterprise staff to develop and deliver services and to support Scottish businesses.

The contracts for the provision of these databases are for a period of one year and will commence from 12 April 2024. Scottish Enterprise may take up the option to extend the contracts for a further one year period.

II.1.5) Estimated total value

Value excluding VAT: £418,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

UK Company Analysis Database

Lot No

1

II.2.2) Additional CPV code(s)

- 73110000 - Research services
- 72320000 - Database services
- 73200000 - Research and development consultancy services
- 79300000 - Market and economic research; polling and statistics
- 72222300 - Information technology services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Scottish Enterprise requires a UK company analysis database that can be used to access company reports, company accounts, annual returns and other filed documents. We require unlimited distribution rights for our internal staff and reasonable distribution rights that allow company reports and filed documents to be shared with external customers.

The database must be able to output up-to-date information on all UK limited companies and, if possible, information on non-limited companies.

II.2.5) Award criteria

Quality criterion - Name: Prompt Payment (only relevant where sub-contractors are

proposed) / Weighting: PASS/FAIL

Quality criterion - Name: Coverage and comprehensiveness of information (including system trial) / Weighting: 45

Quality criterion - Name: Accessibility of service and data / Weighting: 15

Quality criterion - Name: Methodology of project requirements / Weighting: 10

Quality criterion - Name: Support, training and back up from supplier / Weighting: 10

Quality criterion - Name: Accessible format / Weighting: 5

Quality criterion - Name: Information Security / Weighting: 10

Quality criterion - Name: Business Continuity / Weighting: 5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £60,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial contract will be for a period of 12 months.

After this time Scottish Enterprise may take up the option to renew the contract for an additional 12 month period with a maximum duration of 24 months. Costs and dates above are inclusive of the renewal period.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) Description

II.2.1) Title

International Company Analysis Database

Lot No

2

II.2.2) Additional CPV code(s)

- 72320000 - Database services
- 73200000 - Research and development consultancy services
- 79300000 - Market and economic research; polling and statistics
- 72222300 - Information technology services
- 73110000 - Research services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Scottish Enterprise requires an international company analysis database that can be used to access company reports, company accounts, annual returns and other filed documents. We require unlimited distribution rights for our internal staff and reasonable distribution rights that allow company reports and filed documents to be shared with external customers.

The database must be able to output up-to-date information on international companies.

II.2.5) Award criteria

Quality criterion - Name: Prompt Payment (only relevant where sub-contractors are proposed) / Weighting: Pass/Fail

Quality criterion - Name: Coverage and comprehensiveness of information (including system trial) / Weighting: 45

Quality criterion - Name: Accessibility of service and data / Weighting: 15

Quality criterion - Name: Methodology of project requirements / Weighting: 10

Quality criterion - Name: Support, training and back up from supplier / Weighting: 10

Quality criterion - Name: Accessible format / Weighting: 5

Quality criterion - Name: Information Security / Weighting: 10

Quality criterion - Name: Business Continuity / Weighting: 5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £288,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial contract will be for a period of 12 months.

After this time Scottish Enterprise may take up the option to renew the contract for an additional 12 month period with a maximum duration of 24 months. Costs and dates above are inclusive of the renewal period.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

II.2) Description

II.2.1) Title

Sanctions Database

Lot No

3

II.2.2) Additional CPV code(s)

- 73110000 - Research services
- 72320000 - Database services

- 73200000 - Research and development consultancy services
- 79300000 - Market and economic research; polling and statistics
- 72222300 - Information technology services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Scottish Enterprise requires a sanctions database that allows us to check and monitor the companies we work with for compliance with current and future sanction policy.

We need to identify if any company is subject to sanctions and/or has links with countries of concern. At present, we need to identify Russian and Belarusian links but need a future-proof system that allows the search to accommodate new countries being added to this list.

II.2.5) Award criteria

Quality criterion - Name: Prompt Payment (only relevant where sub-contractors are proposed) / Weighting: Pass/Fail

Quality criterion - Name: Coverage and comprehensiveness of information (including system trial) / Weighting: 45

Quality criterion - Name: Accessibility of service and data / Weighting: 15

Quality criterion - Name: Methodology of project requirements / Weighting: 10

Quality criterion - Name: Support, training and back up from supplier / Weighting: 10

Quality criterion - Name: Accessible format / Weighting: 5

Quality criterion - Name: Information Security / Weighting: 10

Quality criterion - Name: Business Continuity / Weighting: 5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £70,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial contract will be for a period of 12 months.

After this time Scottish Enterprise may take up the option to renew the contract for an additional 12 month period with a maximum duration of 24 months. Costs and dates above are inclusive of the renewal period.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland online module.

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland online module.

III.2) Conditions related to the contract

III.2.3) 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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

15 February 2024

Local time

11:00am

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

15 February 2024

Local time

11:00am

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

SPD Statement for 2A.17 – Form of Participation (Notably as part of a group, consortium, joint venture or similar).

Any contract will be entered into with the nominated lead organisation and all members of the consortium, who will in these circumstances each be required to execute said contract together with all ancillary documentation, evidencing their joint and several liability in respect of the obligations and liabilities of the contract. It will be for members of the consortium to sort out their respective duties and liabilities amongst each other. For administrative purposes, any associated documentation will be sent to the nominated lead organisation.

SPD Statement for 2C.1 - Where the main bidder relies on the capacities of other entities in order to meet the selection criteria, the bidder must provide a separate SPD response setting out the information required under SPD (Scotland): Part II (sections A and B); Part III exclusion grounds; the relevant part of Section IV selection criteria; and Part V (if applicable) for each of the entities concerned.

SPD Statement for 2D.1.2 – If the bidder proposes to subcontract any part(s) of the service and those sub-contractors are not relied upon, they should arrange for a separate SPD response from each potential subcontractor. The subcontractors must complete the relevant parts of the SPD (Scotland) (Sections A and B of Part II and Part III only) to self-declare whether there are grounds for their exclusion.

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=753639.

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.

(SC Ref:753639)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=753639

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Telephone

+44 1414298888

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/glasgow-sheriff-court-and-justice-of-the-peace-court>

VI.4.2) Body responsible for mediation procedures

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In the first instance, contact the Head of Facilities Management and Procurement at Scottish Enterprise, with any concerns or enquiries. Email: <https://www.scottish-enterprise.com/help/contact-us>. An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015, may bring proceedings that will be started in the High Court.

VI.4.4) Service from which information about the review procedure may be obtained

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>