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Tender

Glasgow Business Growth Framework - Phase 3

Glasgow City Council

F02: Contract notice

Notice identifier: 2023/S 000-001540

Procurement identifier (OCID): ocds-h6vhtk-039882

Published 18 January 2023, 12:50pm

Section I: Contracting authority

I.1) Name and addresses

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

Email

laura.moffat2@glasgow.gov.uk

Telephone

+44 1412876410

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.glasgow.gov.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196

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.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Glasgow Business Growth Framework - Phase 3

Reference number

GCC005516CPU

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

Glasgow City Council (the Council) requires a framework of suppliers to deliver a range of business growth consultancy services to eligible organisations across the city to aide a sustainable growth agenda and improve business start-up and survival rates.

As the organisations accessing support via this Framework have different needs, the services provided must be offered flexibly. This includes, but is not limited to, face to face, digitally, by phone and one to one at suitable times and locations.

The Framework is made up of 10 Lots as detailed below and aligned to the specialist area of business support to be provided.

Please note funding totaling 1.9m GBP is currently confirmed for the first two years of the Framework. This therefore represents the estimated minimum total Framework value.

Should funding equal to this initial value be subsequently secured this will be used to deliver years three and four respectively and aligns with the higher maximum value noted in II.1.5

Lot 1- Business Structuring

Lot 2 - Business Growth

Lot 3 - Leadership, Skills and Resource

Lot 4 - Business Financial Management

Lot 5 - Design Thinking and Innovation

Lot 6 - Sales and Marketing

Lot 7 -Internationalisation

Lot 8 - Digital

Lot 9 - Green Business Support

Lot 10 - Business Acceleration

II.1.5) Estimated total value

Value excluding VAT: £3,800,000

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

Business Growth

Lot No

2

II.2.2) Additional CPV code(s)

- 72221000 - Business analysis consultancy services
- 72224000 - Project management consultancy services
- 79411100 - Business development consultancy services
- 79411000 - General management consultancy services
- 79418000 - Procurement consultancy services

- 79410000 - Business and management consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Business Growth Lot will provide specialist consultancy support to identify areas of improvement processes which help to improve some measure of an organisations success.

Specific sub-categories services to be delivered under this Lot include but are not limited to-

Strategic Planning

Change Management

Pitching and Procurement

Operations Management

Turnaround

Mergers and Acquisition

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be extended accordingly.

The Framework is therefore expected to run for an an initial period of 2 years with the council retaining the option to extend for 2 further periods of 12 months each

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) Description

II.2.1) Title

Business Structuring

Lot No

II.2.2) Additional CPV code(s)

- 79410000 - Business and management consultancy services
- 72221000 - Business analysis consultancy services
- 72224000 - Project management consultancy services
- 79411100 - Business development consultancy services
- 79411000 - General management consultancy services
- 79400000 - Business and management consultancy and related services
- 66519310 - Insurance consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Business Structuring Lot will provide specialist consultancy support to help determine the assignment and coordination of roles, power and responsibilities and define how information flows between the different levels of management within a business.

Specific sub-category services to be delivered under this Lot include but are not limited to-

Board Development

Company Structuring

Franchising

Business Succession/Acquisition / Management Buy outs/ Employee ownership

Company Governance, Business Law / Contracts

Ethical Management

Intellectual Property

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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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) Description

II.2.1) Title

Leadership, Skills and Resource

Lot No

3

II.2.2) Additional CPV code(s)

- 79411000 - General management consultancy services
- 79414000 - Human resources management consultancy services
- 79411100 - Business development consultancy services
- 79410000 - Business and management consultancy services
- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Leadership, Skills and Resource Lot will provide specialist consultancy support that may involve reviewing existing leadership development processes and preparing a report on their future suitability and/or making recommendations for future actions. This also includes capacity building and comprehensive HR support.

Specific sub-category services to be delivered under this Lot include, but are not limited to
-

Organisational Development and Succession Planning

Leadership and Management

Accreditation

Capacity Building and HR Support

Hybrid Working / Remote Leadership Skills

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

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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) Description

II.2.1) Title

Business Financial Management

Lot No

4

II.2.2) Additional CPV code(s)

- 66171000 - Financial consultancy services
- 66170000 - Financial consultancy, financial transaction processing and clearing-house services
- 79412000 - Financial management consultancy services
- 79411000 - General management consultancy services
- 79410000 - Business and management consultancy services
- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Business Financial Management Lot will provide specialist consultancy support across a range of areas which will help with the efficient and effective management of money / funds in such a manner as to accomplish the objectives of the organisation.

Specific sub-categories services to be delivered under this Lot include but are not limited to-

Financial Management

Financial Readiness

Preparing for Investment

Alternative Finance

Company Valuation / Succession Planning

Taxation

Cloud Accounting

Turnaround

Mergers and Acquisition

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

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Description of renewals

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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) Description

II.2.1) Title

Design Thinking and Innovation

Lot No

5

II.2.2) Additional CPV code(s)

- 79415200 - Design consultancy services
- 79400000 - Business and management consultancy and related services
- 79410000 - Business and management consultancy services

- 79411000 - General management consultancy services
- 72242000 - Design-modelling services
- 72413000 - World wide web (www) site design services
- 79421200 - Project-design services other than for construction work
- 79822500 - Graphic design services
- 79930000 - Specialty design services
- 79933000 - Design support services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Design Thinking & Innovation Lot will provide specialist consultancy services to help integrate design thinking principles into a range of organisations across different industry sectors and will support the development of organisational processes for introducing new ideas, workflows, methodologies, services and/or products. This should help enable the achievement of goals across the entire organisation, with sights set on accomplishing core business aims and initiatives.

Specific sub-categories services to be delivered under this Lot include but are not limited to

Problem Solving

Development

Testing and validation

Understanding Innovation (Architectural, Radical, Incremental and Disruptive)

Product (Market-driven) Innovation

Process (Technology-driven) Innovation:

Service (Business Model) Innovation

Service Products

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SME's / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be extended accordingly.

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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) Description

II.2.1) Title

Sales and Marketing

Lot No

6

II.2.2) Additional CPV code(s)

- 79413000 - Marketing management consultancy services
- 72212481 - Sales or marketing software development services
- 79340000 - Advertising and marketing services
- 79342000 - Marketing services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

Expert consultancy services under the Sales and Marketing Lot will assist businesses with the practical approach to marketing, including writing a marketing plan and establishing a marketing communications plan for integrating traditional and digital communications. It will also offer support with developing a marketing and/ or sales strategy, with pricing and market penetration strategies

Specific sub-categories services to be delivered under this Lot include but are not limited to

Sales

Marketing Strategies

Branding

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be extended accordingly.

The Framework is therefore expected to run for an an initial period of 2 years with the council retaining the option to extend for 2 further periods of 12 months each

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) Description

II.2.1) Title

Internationalisation

Lot No

7

II.2.2) Additional CPV code(s)

- 72221000 - Business analysis consultancy services
- 79412000 - Financial management consultancy services
- 79411100 - Business development consultancy services
- 79411000 - General management consultancy services
- 79410000 - Business and management consultancy services
- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Internationalisation Lot will provide specialist consultancy support to businesses to access overseas markets, offering an opportunity to increase sales to a much wider customer base.

Specific sub-categories services to be delivered under this Lot include but are not limited to-

Support for Importing / Exporting/ Taxes and Tariffs

Market Analysis and Development

Structuring for Internationalisation / international Strategy

Visa Sponsorship Licensing

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be

extended accordingly.

The Framework is therefore expected to run for an an initial period of 2 years with the council retaining the option to extend for 2 further periods of 12 months each

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) Description

II.2.1) Title

Digital Development and Innovation

Lot No

8

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services
- 79411100 - Business development consultancy services
- 79410000 - Business and management consultancy services
- 73220000 - Development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Digital Development and Innovation Lot will provide specialist consultancy support to

businesses to use technology to benefit their internal and/or external operations.

Specific sub-categories services to be delivered under this Lot include but are not limited to-

Social Media

Data Analytics and exploitation

Customisation of software or App development

Expertise to support the business to exploit technology for business improvement

Cyber Security and GDPR

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be extended accordingly.

The Framework is therefore expected to run for an an initial period of 2 years with the council retaining the option to extend for 2 further periods of 12 months each

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) Description

II.2.1) Title

Green Business Support

Lot No

9

II.2.2) Additional CPV code(s)

- 71314300 - Energy-efficiency consultancy services
- 66171000 - Financial consultancy services
- 72221000 - Business analysis consultancy services
- 72220000 - Systems and technical consultancy services
- 73000000 - Research and development services and related consultancy services
- 79400000 - Business and management consultancy and related services

- 79411100 - Business development consultancy services
- 79411000 - General management consultancy services
- 90713000 - Environmental issues consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

The Green Business Support Lot will offer specialist consultancy services to help businesses improve their practices and environmental performance, whilst simultaneously reducing costs and building long-term resilience to the impacts of climate change.

Specific sub-categories services to be delivered under this Lot include but are not limited to-

Energy Efficiency and Renewables

Circular Economy

Climate Resilience and Adaptation

Sustainability

Active Travel

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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

Duration in months

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This contract is subject to renewal

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Description of renewals

The Framework is funded via a drawn down from the UK Shared Prosperity Fund which is confirmed for 2 years. If funding arrangements are extended, the Framework term will be extended accordingly.

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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) Description

II.2.1) Title

Business Acceleration

Lot No

10

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services
- 79411100 - Business development consultancy services
- 79411000 - General management consultancy services
- 79410000 - Business and management consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

This Lot will provide support in a different, more targeted, and innovative way for organisations at various stages of growth. These interventions could focus on emerging themes and would target the key and emerging sectors. They could combine traditional teaching methodologies with guidance and mentorship.

These programmes could include expert services as outlined in Lots 1-9 Business Growth; Business Structuring; Leadership and Skills; Financial Management; Design Thinking and Innovation; Sales and Marketing; Internationalisation; Digital Development and Innovation and Green Business Support.

Learning-by-doing is vital to the process of scaling any venture, and the point of any type of acceleration programme is to accelerate that process. In this way, businesses are able to compress a large amount of learning into a shorter period of time. The Accelerator programmes will deliver specialist consultancy support that is relevant, accessible and practical for ambitious businesses in the city looking to scale up.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery and Approach / Weighting: 30

Quality criterion - Name: Team and Account Management / Weighting: 20

Quality criterion - Name: Commitment to the City and Ethics / Weighting: 10

Quality criterion - Name: Knowledge of SMEs / Weighting: 10

Quality criterion - Name: Inclusive Growth / Weighting: 5

Quality criterion - Name: Understanding of Social Enterprises / Weighting: 10

Quality criterion - Name: Sustainability / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Price - Weighting: 5

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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

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

Bidders must comply with the undernoted financial requirements in order to participate in the tendering process:-

There is a minimum financial requirement that affects trading performance, and balance sheet strength

Financial requirements for trading performance and balance sheet strength should be calculated on latest filed accounts accounts with Companies House

Trading Performance

An overall positive outcome on pre tax profits over a 3 year period

Exceptional items can be excluded from the calculation.

The above would be expressed in the ratio Pre-Tax Profit/Turnover

Balance Sheet strength

Net worth of the organisation must be positive at the time of evaluation and organisation must not be subject to an insolvency process.

Intangibles can be included for purposes of the Total Assets figure.

The above would be expressed in the ratio Total Assets/Total Liabilities

If a Bidder is only required to file abbreviated accounts with Companies House, then in the event of the company being successful in the procurement process, a full set of accounts will be required in order to verify the above ratios have been complied with.

A Bidder should have no outstanding issues, with regard to statutory filing requirements with Companies House.

Bidders who have been trading for less than the 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading.

Bidders who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above.

The council reserves the right, at its own discretion, to seek such other information from the Bidder in accordance with Regulations 61(7) or Regulation 61 (8) of the Public Contracts (Scotland) Regulations 2015 to prove the Bidder's economic and financial standing

Any Bidder that fails to achieve or exceed the criteria as stated above will be excluded and their bid not considered further.

Minimum level(s) of standards possibly required

The council's Insurance Requirements are:

Employer's Liability Insurance

The organisation shall take out and maintain throughout the period of their services Employer's Liability insurance to the value of a minimum of TEN MILLION (10,000,000) POUNDS STERLING in respect of any one claim and unlimited in the period.

Public Liability Insurance

The organisation shall take out and maintain throughout the period of their services Public Liability insurance to the value of a minimum of FIVE MILLION (5,000,000) POUNDS STERLING in respect of any one claim and unlimited in the period.

Professional Indemnity Insurance

The organisation shall take out and maintain throughout the period of their services and for a further 6 years on completion of their service, Professional Indemnity insurance to the value of a minimum FIVE MILLION (5,000,000) POUNDS STERLING in respect of any one claim and in the aggregate.

The above insurances shall be with an insurance company registered with Financial Conduct Authority (FCA) in the UK, or equivalent body for EU member states. No organisation may sub-let or sub-contract any part of the commission unless the sub-contractor is similarly insured, except with the council's express permission in writing. It is the express responsibility of the lead organisation to ensure this is the case.

Should the Bidder not have the specified insurances at the time of Invitation to Tender then, the Bidder must certify in their response to this ITT that the specified insurance will be obtained prior to contract award.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services as described in this Contract Notice and as further detailed in the tender documentation

Bidders must provide a detailed response to questions 4C1.2 of the Scottish Procurement Document (SPD) noted in the Qualification Envelope of the PCS-T system and as detailed below.

Please provide 1 relevant example of specialist consultancy services carried out during the last 3 years as specified in the Contract Notice.

Examples from either public or private sector customers/clients may be used

The example should highlight all relevant and applicable skills, expertise and capacity to deliver the specialist consultancy and advice services as detailed in the relevant scope of services for the Lot you are applying for.

Your example should provide the following details.

- Customer name, value of contract and start and end dates

- Brief description of the services provided

Please also detail any sub-contractors used in the delivery of these services and their role

Please refer to Document 1 - Invitation to Tender and Document 2 - Scope of Services within the Attachment area of the portal within PCST for further information

This example is worth 100%.

A minimum score of 60% out of 100% is required. Any Bidder who fails to achieve the minimum score for this element will be excluded at this stage.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see Document 1 Invitation to Tender, Document 2 - Scope of Services and Document 3 - Terms and Conditions uploaded in the Suppliers Attachment Area of PCS-T 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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 70

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: [2022/S 190-000016](#)

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

Date

17 February 2023

Local time

12:00pm

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

IV.2.7) Conditions for opening of tenders

Date

17 February 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Framework is expected to run for an initial period of 2 years as funding is confirmed for this period. The council has also retained the option to extend for 2 further periods of 12 months each should further funding become available.

Further notices concerning any future procurements should funding become available could therefore be published between 2024 - 2026.

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

The Council are seeking to appoint 5-7 suppliers per Lot. All Lots will be unranked.

Bidders may be excluded from this competition if they are in any situations referred to in regulation 58 of the Public Contracts

(Scotland) Regulations 2015. Bidders must hold certificates for Quality Assurance & Environmental Management Standards or comply with all questions noted in the SPD Section 4D. Bidders are also required to provide detail of all relevant industry standards, accreditation, affiliations or memberships that they may hold.

Freedom of Information Act

Information on the FOI Act is contained in Appendix A of the ITT. Applicants must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI certificate (NB the council does not bind itself to withhold this information).

Tenderers Amendments

Bidders must enter any clause, condition, amendment to specification or any other qualification they may wish to make conditional to this

offer.

Prompt Payment

The successful Suppliers shall, as a condition of being awarded the tender, be required to demonstrate to the Council's satisfaction that all funds due to the Supplier's permitted sub-contractors in respect of these services are paid timeously and that as a minimum invoices rendered by subcontractors shall (unless formally disputed by the tenderer) be paid within 30 days of receipt. The successful Bidders shall also impose this condition on its sub-contractors in respect of payments due to any sub-sub-contractors, if any.

Non Collusion

Bidders will be required to complete the Non Collusion certificate.

Insurance Mandate

All successful suppliers will be required to sign an Insurance Mandate, contained in the suppliers attachments area within PCS-T

authorising the Council to request copies of insurance documents from the supplier's insurance provider. If the mandate is not signed

and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the attachments area within the PCS Tender portal referenced Document 3.

Additional information pertaining to this framework is contained in the ITT Document One.

Bidders must ensure they read all the attachments available in the attachment area in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23169.
For more information see

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23169.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Delivery of community benefits is mandatory but is only subject to commencement once a supplier has reached a set threshold of awarded days. These days are cumulative and will be calculated across all Lots a supplier is appointed to.

This initial threshold is 10 days. Once this has been met – the below thresholds and community benefit delivery requirements apply;

For each day of work awarded beyond the 10-day threshold, suppliers will be required to deliver 1 hour of Business Mentoring support.

For each day of work awarded beyond 70 days, suppliers will be required to deliver 1.5 hours of Business Mentoring support

For each day of work awarded beyond 140 days, suppliers will be required to deliver 2 hours of Business Mentoring support.

Please refer to the tender documentation for further information.

(SC Ref:717235)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

PO Box 23 1 Carlton Place

Glasgow

G2 9DA

Email

glasgow@scotcourts.gov.uk

Country

United Kingdom

Internet address

www.glasgow.gov.uk

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

Glasgow City Council must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates

concerned of its decision to award the contract. The Council must allow a period of at least the relevant standstill period (where the notice

is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last

notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation

86 of The Public Contract (Scotland) Regulations 2015 ("the Regulations"). The Council is obliged to comply with the Regulations and any

eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the

Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council

must not enter into the contract unless the proceedings are determined, discontinued or disposed of;

or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and

the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further

clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own

independent legal advice when they consider appropriate to do so.