

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001749-2023>

Tender

WSCC - JS - Provision of Services to Support the Digital Adoption Programme for small businesses in West Sussex

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

F02: Contract notice

Notice identifier: 2023/S 000-001749

Procurement identifier (OCID): ocids-h6vhtk-03990c

Published 19 January 2023, 4:46pm

Section I: Contracting authority

I.1) Name and addresses

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

County Hall, West Street

Chichester

PO19 1RQ

Contact

James Skilling

Email

james.skilling@westsussex.gov.uk

Telephone

+44 03302225432

Country

United Kingdom

NUTS code

UKJ27 - West Sussex (South West)

Internet address(es)

Main address

<https://www.westsussex.gov.uk/business-and-consumers/supplying-wscc-with-goods-or-services/>

Buyer's address

<https://in-tendhost.co.uk/sesharedservices/asp/Tenders/Current>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sesharedservices/asp/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

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

WSCC - JS - Provision of Services to Support the Digital Adoption Programme for small businesses in West Sussex

Reference number

WSCC - 035836

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

This Invitation to Tender (ITT) is issued by WSCC to seek and identify suitably qualified and interested organisations from the private, public and third (voluntary, community and charitable) sector for the provision of Services to Support the Digital Adoption Programme for small businesses in West Sussex. This opportunity is split into 2 lots. Lot 1 - Workshops and Mentoring - West Sussex County Council, in partnership with the District and Borough Councils of West Sussex, is seeking one supplier to deliver a programme of support and intervention to progress the adoption of digital technologies in West Sussex small businesses. Lot 2 – Marketing Support. The Council is seeking one supplier to deliver marketing support to promote the activity being delivered under Lot 1. Bidders can bid to deliver services for one or both lots.

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

Lot 1 - Workshops and Mentoring

Lot No

1

II.2.2) Additional CPV code(s)

- 79410000 - Business and management consultancy services

II.2.3) Place of performance

NUTS codes

- UKJ27 - West Sussex (South West)

II.2.4) Description of the procurement

Lot 1- Workshops and Mentoring West Sussex County Council, in partnership with the District and Borough Councils of West Sussex, is seeking one supplier to deliver a programme of support and intervention to progress the adoption of digital technologies in West Sussex small businesses.

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: £276,000

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

Start date

3 April 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

Up to 6 months

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

Lot 2 – Marketing Support

Lot No

2

II.2.2) Additional CPV code(s)

- 79340000 - Advertising and marketing services

II.2.3) Place of performance

NUTS codes

- UKJ27 - West Sussex (South West)

II.2.4) Description of the procurement

Lot 2 – Marketing Support. The Council is seeking one supplier to deliver marketing support to promote the activity being delivered under Lot 1.

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: £15,000

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

Start date

3 April 2023

End date

31 May 2024

This contract is subject to renewal

Yes

Description of renewals

up to 6 months

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

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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: No

IV.2) Administrative information

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

Date

22 February 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

22 February 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice — The High Court

London

Country

United Kingdom