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Tender

## **TD1925 - Due Diligence Services**

Derby City Council

F02: Contract notice

Notice identifier: 2023/S 000-002011

Procurement identifier (OCID): ocds-h6vhtk-0399bd

Published 23 January 2023, 1:53pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Derby City Council

Corporation Street

Derby

DE12FS

#### **Email**

[procurement@derby.gov.uk](mailto:procurement@derby.gov.uk)

#### **Telephone**

+44 1332640768

#### **Country**

United Kingdom

#### **Region code**

UKF11 - Derby

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.derby.gov.uk](http://www.derby.gov.uk)

**I.3) Communication**

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

[www.eastmidstenders.org](http://www.eastmidstenders.org)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.eastmidstenders.org](http://www.eastmidstenders.org)

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

TD1925 - Due Diligence Services

Reference number

TD1925

#### **II.1.2) Main CPV code**

- 66000000 - Financial and insurance services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The requirement is to undertake Due Diligence, primarily for companies accessing Derby Enterprise Growth Fund and Ascend but also available to the Council more widely. Services will include the undertaking of Due Diligence exercises and provision of reports and advice on companies offered (in principle) grant or loan funding prior to funding contracts being signed, reviewed, or amended.

Reports are required to provide an external independent view on viability and risk as well as confirmation and validation of State Aid position to ensure all funding is State Aid compliant

#### **II.1.5) Estimated total value**

Value excluding VAT: £250,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKF11 - Derby

#### **II.2.4) Description of the procurement**

The requirement is to undertake Due Diligence, primarily for companies accessing Derby Enterprise Growth Fund and Ascend but also available to the Council more widely. Services will include the undertaking of Due Diligence exercises and provision of reports and advice on companies offered (in principle) grant or loan funding prior to funding contracts being signed, reviewed, or amended.

Reports are required to provide an external independent view on viability and risk as well as confirmation and validation of State Aid position to ensure all funding is State Aid compliant

Contract is due to commence on the 14th April 2023 and expire on 13th April 2026. There is an option to extend for a further 2 years in annual increments. The value of £250,000 is based on the full 5 years.

Please note, suppliers wishing to express interest and obtain the documentation, must do so by 15:00 on 26th February 2023. It is recommended that you express interest and obtain the documentation well before this time to allow sufficient time to prepare and submit a comprehensive response. The deadline for returns is 12:00 on 27th February 2023

Please visit the Council's e-tendering system <https://www.eastmidstenders.org> where you can express interest and obtain the documents, (please note we will only accept expressions of interest through the e-tendering system. Please search for TD1925

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 2 years. Maximum contract period is 5 years.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

Option to extend for a further 2 years. Maximum contract period is 5 years.

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## **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

26 February 2023

Local time

3:00pm

#### **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: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

27 February 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: At the end of the 5 year term

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Derby City Council

Derby

Country

United Kingdom