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Tender

ID 4315580 - DfC - Sport NI – Managed Learning Service for the Provision of Expert Speaker Services

DfC, Sport NI

F02: Contract notice

Notice identifier: 2023/S 000-003764

Procurement identifier (OCID): ocds-h6vhtk-03a39f

Published 7 February 2023, 4:21pm

Section I: Contracting authority

I.1) Name and addresses

DfC, Sport NI

House of Sport, 2A Upper Malone Road

BELFAST

BT9 5LA

Contact

SSDAdminCPDfinance-ni.gov.uk

Email

SSDAdmin@CPDfinance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

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

<https://etendersni.gov.uk/epps>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 4315580 - DfC - Sport NI – Managed Learning Service for the Provision of Expert Speaker Services

Reference number

4315580

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

Sport NI requires a Contractor for the provision of expert speaker services. The Contractor must provide a service that sources relevant speakers, presenters and facilitators to support Sport NI's learning and development events and resources, including but not limited to conferences, networks, webinars, vlogs, blogs and podcasts. The Contract will be for an initial period of three years with two options to extend by up to one year each. Tenderers should refer to the Specification Schedule for further details.

II.1.5) Estimated total value

Value excluding VAT: £210,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80511000 - Staff training services
- 80521000 - Training programme services
- 80570000 - Personal development training services
- 92600000 - Sporting services
- 92620000 - Sport-related services
- 79950000 - Exhibition, fair and congress organisation services

II.2.3) Place of performance

NUTS codes

- UKN0 - Northern Ireland

II.2.4) Description of the procurement

Sport NI requires a Contractor for the provision of expert speaker services. The Contractor must provide a service that sources relevant speakers, presenters and facilitators to support Sport NI's learning and development events and resources, including but not limited to conferences, networks, webinars, vlogs, blogs and podcasts. The Contract will be for an initial period of three years with two options to extend by up to one year each. Tenderers should refer to the Specification Schedule for further details.

II.2.5) Award criteria

Quality criterion - Name: Proposed Methodology / Weighting: 42

Quality criterion - Name: Contract Management / Weighting: 7.8

Quality criterion - Name: Social Value (Support the health and wellbeing) / Weighting: 10.2

Cost criterion - Name: Percentage service fee for providing an internal expert speaker from the Tenderers pool of speakers / Weighting: 20

Cost criterion - Name: Percentage service fee for sourcing an external expert speaker additional to the Tenderers list of speakers / Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £210,000

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

Duration in months

36

This contract is subject to renewal

No

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 by two further periods of one year each

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.1.3) Technical and professional ability

List and brief description of selection criteria

Company Experience: Tenderers must provide a detailed example to demonstrate that they have previous experience delivering the services.. . Fair Work Practices: Tenderers must provide evidence of their positive approach to fair work practices

Minimum level(s) of standards possibly required

Pass

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As per Tender 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: Yes

IV.2) Administrative information

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

Date

13 March 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

Tender must be valid until: 11 June 2023

IV.2.7) Conditions for opening of tenders

Date

13 March 2023

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering.... on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach. satisfactory levels of contract performance, they will be given a specified time to improve. If, after the specified time, they still fail to reach. satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs. and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave. professional misconduct, and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be

terminated.. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions. being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a. period of twelve months from the date of issue of the certificate.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.