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Tender

## **NEEB Business Support Delivery**

Braintree District Council

F02: Contract notice

Notice identifier: 2023/S 000-003880

Procurement identifier (OCID): ocds-h6vhtk-03a3ee

Published 8 February 2023, 2:05pm

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

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

Braintree District Council

Causeway House, Bocking End

Braintree

CM7 9HB

#### **Contact**

Katrine Sallows

#### **Email**

[katrine.sallows@braintree.gov.uk](mailto:katrine.sallows@braintree.gov.uk)

#### **Telephone**

+44 7874887128

#### **Country**

United Kingdom

**Region code**

UKH3 - Essex

**Internet address(es)**

Main address

<https://www.braintree.gov.uk>

Buyer's address

<https://www.ephframeworks.org>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Braintree:-Miscellaneous-business-related-services./T572FX54EJ>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-title/T572FX54EJ>

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

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## **Section II: Object**

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

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

NEEB Business Support Delivery

Reference number

PROC22-0165

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

- 79990000 - Miscellaneous business-related services

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

Services

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

Braintree District Council (BDC), on behalf of the North Essex Economic Board (NEEB), are looking to procure a business support provider to deliver services across two years – 2023/24 & 2024/25 for North Essex businesses and residents (Braintree, Chelmsford, Colchester, Maldon and Tendring Local Authority Areas). The maximum budget available for this service is Year 1 (2023/24) £138,269.31 and Year 2 (2024/25) £287,835.36. Tenders that exceed the maximum annual budgets will be considered non-compliant and be rejected as such.

There is potential for Epping and Harlow Local Authority Areas to join this arrangement prior to contract commencement.

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

Value excluding VAT: £626,105

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

This contract is divided into lots: No

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

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

Funded by UK Shared Prosperity Funding, this is a one-off project estimated to last two years subject to satisfactory performance and continuing receipt of such funding.

Braintree District Council on behalf of NEEB are seeking the provision of a specialist organisation to deliver free business support for the purpose of increasing the number of businesses accessing support services from within the NEEB area. This will include a series of targeted interventions to raise the profile of the NEEB support, such as (as a minimum) workshops, webinars, targeted marketing campaigns and drop-in sessions under the main themes of general business support, digital skills and financial and debt management support.

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

Quality criterion - Name: Quality / Weighting: 100

Cost criterion - Name: Price / Weighting: 0

#### **II.2.6) Estimated value**

Value excluding VAT: £626,105

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

Start date

27 April 2023

End date

31 March 2025

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: 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**

To respond to this opportunity please click here:

<https://www.paessex.gov.uk/respond/T572FX54EJ>

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### **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

13 March 2023

Local time

11:30am

#### **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: 5 June 2023

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

Date

13 March 2023

Local time

11:30am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.paessex.gov.uk/tenders/UK-UK-Braintree:-Miscellaneous-business-related-services./T572FX54EJ>

To respond to this opportunity, please click here:

<https://www.paessex.gov.uk/respond/T572FX54EJ>

GO Reference: GO-202328-PRO-22080867

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

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

Braintree District Council

Braintree

Country

United Kingdom