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Tender

Provision Of Business Gateway Services

Falkirk Council

Clackmannanshire Council

F02: Contract notice

Notice identifier: 2023/S 000-006837

Procurement identifier (OCID): ocds-h6vhtk-03b0c1

Published 9 March 2023, 8:37am

Section I: Contracting authority

I.1) Name and addresses

Falkirk Council

Abbotsford House, David's Loan

Falkirk

FK2 7YZ

Email

cpu@falkirk.gov.uk

Telephone

+44 1324506566

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

<http://www.falkirk.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00184

I.1) Name and addresses

Clackmannanshire Council

Kilncraigs, Greenside Street

Alloa

FK10 1EB

Email

Procurement@clacks.gov.uk

Telephone

+44 1259450000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

<http://www.clacks.gov.uk/business/corporateprocurementprocess/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00260

I.2) Information about joint procurement

The contract involves joint procurement

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

Provision Of Business Gateway Services

Reference number

(PS/180/23)

II.1.2) Main CPV code

- 79411100 - Business development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Falkirk Council invites tenders to quote for the provision of business gateway services in Clackmannanshire in accordance with this and associated documentation. Falkirk Council is the contracting authority on behalf of Clackmannanshire Council.

The service is expected to provide high quality advice and support to new start and existing businesses; support the creation of new and sustainable businesses & improve productivity and support the survival and growth of existing businesses.

There are two key service areas which together form Business Gateway. The three areas are:

- > Start-Up Advisory Service
- > Existing and Growing Businesses Service

Business Gateway will also work in partnership with other public and private sector providers to ensure that:

- > Business Gateway services are firmly embedded as the local point of contact for accessing public sector business support where possible; and
- > referral arrangements are put in place with those private and public sector deliverers of support involved with pre-enterprise, start-up and business development.

II.1.5) Estimated total value

Value excluding VAT: £950,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79990000 - Miscellaneous business-related services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife
- UKM76 - Falkirk

Main site or place of performance

Clackmannanshire Council areas of operation

II.2.4) Description of the procurement

See available tender documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality Assessment / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £950,000

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

Duration in months

57

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

See available tender documentation.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

It is a requirement of this tender that if the Bidder is UK based they must hold a valid registration with Companies House. Where the Bidder is UK based but not registered at Companies House they must be able to verify to the Council's satisfaction that they are trading from the address provided in the tender and under the Company name given.

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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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.2.1) Previous publication concerning this procedure

Notice number: [2017/S 072-137146](#)

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

Date

6 April 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: 57 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

6 April 2023

Local time

12:00pm

Place

Falkirk

Information about authorised persons and opening procedure

Assistant Procurement Adviser

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

See available tender documentation.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23464.

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:

See available tender documentation.

(SC Ref:725089)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Falkirk Sheriff Court and Justice of the Peace Court, Sheriff Court House, Main Street, Camelon

Falkirk

FK1 4AR

Country

United Kingdom