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Tender

RoS Assessment Centres and Related Services

Registers of Scotland

F02: Contract notice

Notice identifier: 2021/S 000-007407

Procurement identifier (OCID): ocds-h6vhtk-02a460

Published 9 April 2021, 2:34pm

Section I: Contracting authority

I.1) Name and addresses

Registers of Scotland

Meadowbank House, 153 London Road

Edinburgh

EH8 7AU

Contact

Kyle Wands

Email

kyle.wands@ros.gov.uk

Telephone

+44 1312003965

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00366

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk/Default.aspx>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk/Default.aspx>

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://www.publiccontractsscotland.gov.uk/Default.aspx>

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

RoS Assessment Centres and Related Services

Reference number

CNTR0012346

II.1.2) Main CPV code

- 79635000 - Assessment centre services for recruitment

II.1.3) Type of contract

Services

II.1.4) Short description

Assessment centres and related services for the recruitment of staff.

II.1.5) Estimated total value

Value excluding VAT: £600,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79635000 - Assessment centre services for recruitment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Meadowbank House, 153 London Road, Edinburgh, EH8 7AU

II.2.4) Description of the procurement

Seeking a single supplier to undertake assessment centres and related services for the recruitment of staff using both quality and commercial criteria set out within the tender documentation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70%

Price - Weighting: 30%

II.2.6) Estimated value

Value excluding VAT: £600,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

1 x 12 month extension option available.

II.2.10) Information about variants

Variants will be accepted: Yes

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Service Levels and Key Performance Indicators have been provided as part of the tender documentation and will be discussed on a monthly basis as part of the contract management process.

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.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

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

18 May 2021

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

18 May 2021

Local time

12:00pm

Place

Meadowbank House, 153 London Road, Edinburgh, EH8 7AU

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=650313.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

All forms of community benefits provided by the successful supplier will be acceptable as part of the framework agreement.

(SC Ref:650313)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=650313

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom