

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/008282-2024>

Tender

Legal Services for Forth Valley College

Forth Valley College

F02: Contract notice

Notice identifier: 2024/S 000-008282

Procurement identifier (OCID): ocds-h6vhtk-0448d0

Published 14 March 2024, 5:01pm

The closing date and time has been changed to:

18 April 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Forth Valley College

Grangemouth Road

Falkirk

FK2 9AD

Contact

Ester Vasallo

Email

procurement@forthvalley.ac.uk

Telephone

+44 1324403000

Country

United Kingdom

NUTS code

UKM76 - Falkirk

Internet address(es)

Main address

<http://www.forthvalley.ac.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00451

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

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

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Legal Services for Forth Valley College

Reference number

GOV-2024-01

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of legal advice and support services.

II.1.5) Estimated total value

Value excluding VAT: £250,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Property and Estates

Lot No

2

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The following technical expertise is required:

Conveyancing

Landlord and tenant law

General estate management issues

Planning law

Major building projects

Student accommodation

Construction and Engineering

Environmental law

Property litigation and dispute resolution

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 40

Quality criterion - Name: Contract Management, Business Processes and Business Continuity / Weighting: 10

Quality criterion - Name: Information Security and Transition Arrangements / Weighting: 5

Quality criterion - Name: Future Proofing / Weighting: 5

Quality criterion - Name: Community Benefits and Value Added Services / Weighting: 4

Quality criterion - Name: Fair Work Practices / Weighting: 3

Quality criterion - Name: Climate Change / Weighting: 3

Price - Weighting: 30

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

The Authority reserves the right to extend the Agreement for a further 2 periods of 12 months subject to satisfactory performance and continued Authority requirements.

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) Description

II.2.1) Title

People and HR Matters

Lot No

3

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The following technical expertise is required:

Employment dispute resolution including tribunals

Employment relations

Employment contracts and policies

UK Visas & Immigration matters

Equality and diversity

Organisational change

Health and safety

TUPE

Pension law and advice

Student support and regulatory matters

Freedom of Information

Fair Working Practices

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 40

Quality criterion - Name: Contract Management, Business Processes and Business Continuity / Weighting: 10

Quality criterion - Name: Information Security and Transition Arrangements / Weighting: 5

Quality criterion - Name: Future Proofing / Weighting: 5

Quality criterion - Name: Community Benefits and Value Added Services / Weighting: 4

Quality criterion - Name: Fair Work Practices / Weighting: 3

Quality criterion - Name: Climate Change / Weighting: 3

Price - Weighting: 30

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Duration in months

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This contract is subject to renewal

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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) Description

II.2.1) Title

Commercial Business and Governance

Lot No

1

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The following technical expertise is required:

Procurement and other contract law

Debt collection

Commercial corporate governance

Joint ventures

Banking, finance, insurance and taxation

Company formation

Corporate finance

Bond Issuance, mergers and acquisitions

Competition law

Freedom of Information

General Data Protection Regulation (GDPR)

Intellectual Property

Technology Law including Software Licensing Agreements

Alternative Dispute Resolution (ADR)

Software Licensing Agreements

Charity law

Fundraising and sponsorship

Constitutional and parliamentary issues (including bills, charters and statutes)

Charity corporate governance

Public International Law

Law of the Sea

International Criminal Law

International Ventures

International Humanitarian Law

International Human Rights Law

Refugee Law

Private International Law

Supranational Law

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 40

Quality criterion - Name: Contract Management, Business Processes and Business Continuity / Weighting: 10

Quality criterion - Name: Information Security and Transition Arrangements / Weighting: 5

Quality criterion - Name: Future Proofing / Weighting: 5

Quality criterion - Name: Community Benefits and Value Added Services / Weighting: 4

Quality criterion - Name: Fair Work Practices / Weighting: 3

Quality criterion - Name: Climate Change / Weighting: 3

Price - Weighting: 30

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

List and brief description of conditions

Tenderers are required to be regulated and/or authorised (as appropriate) to practice law by the relevant professional regulatory body or bodies in the jurisdiction(s) in which they practice. Individuals delivering services under the Agreement must be legally qualified and must hold an unrestricted practicing certificate issued by the relevant professional regulatory body.

As a minimum, the College has identified the following relevant professional regulatory body membership which is relevant to this Agreement:

Law Society of Scotland

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

Please see Invitation to Tender document.

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

Originally published as:

Date

17 April 2024

Local time

12:00pm

Changed to:

Date

18 April 2024

Local time

12:00pm

See the [change notice](#).

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: 23 August 2024

IV.2.7) Conditions for opening of tenders

Date

17 April 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: March 2029

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=760778.

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.

(SC Ref:760778)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=760778

VI.4) Procedures for review

VI.4.1) Review body

Camelon Sheriff Court

Main St, Camelon

Falkirk

FK1 4AR

Country

United Kingdom