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

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=AA0045

# 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

#### 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

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

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

Duration in months

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This contract is subject to renewal

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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

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#### 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.1.1) 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 <u>change notice</u> .
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 <a href="https://www.publiccontractsscotland.gov.uk/Search

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