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Contract

## **Digital Training Package for Inspectors of Burial, Cremation and Funeral Directors**

Scottish Government

F03: Contract award notice

Notice identifier: 2024/S 000-008356

Procurement identifier (OCID): ocds-h6vhtk-0405e9

Published 15 March 2024, 11:33am

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Email**

[Kerry.Gubbins@Gov.Scot](mailto:Kerry.Gubbins@Gov.Scot)

#### **Telephone**

+44 1412420133

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Digital Training Package for Inspectors of Burial, Cremation and Funeral Directors

Reference number

Case/662523

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

- 80000000 - Education and training services

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

Services

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

The Scottish Government intends to commission the development of a package of digital training materials for Inspectors of Burial, Cremation and Funeral Directors.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £100,000

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

#### **II.2.2) Additional CPV code(s)**

- 48931000 - Training software package
- 72212931 - Training software development services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government requires the development of a package of digital training materials for Inspectors.

Knowledge of developing digital educational training materials is essential. Officials, current Inspectors, and stakeholders will feed into the development of the content of the training materials, therefore specific experience and knowledge of the funeral sector is not essential. The Supplier will be required to work with these persons.

The content of the training package will need to include the following.

- Components and workings of the funeral sector (including burial authorities, cremation authorities, and funeral directors), including

representative organisations

- Overviews and explanations of relevant legislation (in particular the Burial and Cremation (Scotland) Act 2016), regulations, codes of

practice, and guidance

- Policies and procedures related to carrying out inspector functions, as stated in relevant legislation

- Responsibilities, processes and policies associated with being a Ministerial Appointee

- Roles and responsibilities of Scottish Government officials who will support Inspectors, and Inspectors' responsibilities towards those officials.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **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

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## **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: [2023/S 000-029848](#)

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## **Section V. Award of contract**

### **Contract No**

662523

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

29 February 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 11

Number of tenders received from SMEs: 11

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 11

Number of tenders received by electronic means: 11

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Digital Bricks Learning Ltd

5/10 Dean Bank Lane

Edinburgh

EH3 5BS

Telephone

+44 7976986946

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £100,000

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## **Section VI. Complementary information**

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

List and brief description of conditions:

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

SPD will be scored on a pass/fail basis.

Bidders must complete the SPD to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

The contract award criteria will be Quality 70% Price 30%. Question Scoring Methodology for Award Criteria is outlined in the Invitation to Tender:

0 — Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 — Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 — Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 — Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 — Excellent. Response is completely relevant and excellent overall.

(SC Ref:760873)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom