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Contract

Resilience Training

Scottish Parliamentary Corporate Body

F03: Contract award notice

Notice identifier: 2023/S 000-010473

Procurement identifier (OCID): ocds-h6vhtk-037d92

Published 12 April 2023, 11:38am

Section I: Contracting authority

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Email

procurement@parliament.scot

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.parliament.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Other type

Devolved Parliament

I.5) Main activity

Other activity

Legislative Body

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Resilience Training

Reference number

NIC-SER-485

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 Parliamentary Corporate Body (SPCB) requires a contractor to support the design and delivery of a training programme aimed at developing skills and knowledge around resilience.

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: £180,000

II.2) Description

II.2.2) Additional CPV code(s)

- 80500000 - Training services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Holyrood, Edinburgh and remotely

II.2.4) Description of the procurement

The SPCB recognises that there are a range of risks which could potentially affect the ability of the organisation to fulfil its role. As part of the mitigation for and response to these risks we provide training opportunities for our staff and other stakeholders to help develop expertise and experience across a range of resilience topics including, but not limited to:

- Business Continuity
- Emergency Response
- Incident/Critical Event Management (Strategic, Tactical and Operational and Secretariat)
- Cyber Security (end-user and incident management, not technical)

- Incident Communications
- Risk Management

To assist with the delivery of this approach the SPCB requires a Contractor (possibly with the support of subcontractors) to:

- take a resilience-related business need identified by the Parliament and design and deliver a development programme to meet that business need
- evaluate the success of programme delivery
- ensure that programmes are consistent with and build on those previously delivered

Methods of delivery may include, but are not limited to: workshops (classroom/virtual), e-learning and exercises (table top or live).

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

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.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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: [2022/S 000-030634](#)

Section V. Award of contract

Contract No

NIC-SER-485

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

4 April 2023

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 4

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

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

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

V.2.3) Name and address of the contractor

CHEMTREC

Rutherford Appleton Laboratory,, Building R104

Didcot

OX110QX

Country

United Kingdom

NUTS code

- UKJ14 - Oxfordshire

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £180,000

Total value of the contract/lot: £180,000

Section VI. Complementary information

VI.3) Additional information

Please note there are minimum requirements at tender stage concerning:

1. Cyber Security - Tenderers will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool (CSPST). A link to CSPST can be found here:

<https://cyberassessment.gov.scot/>

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the Contracting Authority's assessment of cyber risk.

Further details will be set out in the procurement documents. A contract condition for this procurement requires the Tenderer to comply with the minimum cyber security requirements.

2. Prompt Payment in the Supply Chain - Tenderers must confirm their acceptance of obligations relating to prompt payment within the supply chain.

3. Approach to Key Personnel/Subcontractors - Tenderers must achieve a score of 2 or above in relation to their approach to identifying Key Personnel and/or subcontractors. Full details and scoring matrix will be provided in the tender documents.

The tender stage for this procurement will be conducted through PCS-Tender.

If the bidder relies on the capacities of other entities in order to meet the selection criteria, completed SPDs must be provided for these other entities. Please review the guidance available in the Suppliers Area of the Public Contracts Scotland website for how to download a copy of the SPD.

In relation to 4C.1.2 of the SPD, this question is split into 6 sections with individual subweighting as follows:

(i) Summary of the client brief, 10%, (ii) How you worked with the client to develop the approach, 20%, (iii) How you selected appropriate subject matter experts, 15%, (iv) Description of the delivered output (e.g. contents of designed programme or number, format, and duration of events, number of delegates at each event), 20%, (v) How you evaluated success against objectives, 20%, (vi) Feedback from delegates/client, 15%.

In relation to question 4C6 of the SPD, this will be evaluated on a pass/fail basis.

(SC Ref:728965)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom