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Tender

## **Harrow Business Support Programme**

Harrow Council

F02: Contract notice

Notice identifier: 2023/S 000-011123

Procurement identifier (OCID): ocds-h6vhtk-03bf86

Published 18 April 2023, 3:03pm

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

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

Harrow Council

Civic Centre

Harrow

HA1 2XY

#### **Contact**

Mr Marzuki Haji

#### **Email**

[marzuki.haji@harrow.gov.uk](mailto:marzuki.haji@harrow.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKI7 - Outer London – West and North West

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

[www.londontenders.org](http://www.londontenders.org)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.londontenders.org](http://www.londontenders.org)

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Harrow Business Support Programme

Reference number

DN665927

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

- 79400000 - Business and management consultancy and related services

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

Services

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

Harrow Council is seeking to procure an organisation(s) to provide tailored business support advice to existing Harrow businesses to enable sustainability and growth, and to also provide start-up business support advice to residents to enable and create new start-up businesses.

#### **II.1.5) Estimated total value**

Value excluding VAT: £237,500

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

This contract is divided into lots: No

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

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

NUTS codes

- UKI7 - Outer London – West and North West

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

The business support project will support businesses at all stages of their journey, with a

broad range of services; expert one-to-one and peer-to-peer business support, events, skills, specialist programmes, access to funding and much more.

Focused on helping businesses, new start-ups, and business growth, the Business Support Project will be free and open to all businesses based in the borough; this will be open to trading businesses and new starts, to include self-employed, sole traders, owner managers of businesses, co-operatives and social enterprises.

The business support project is required to provide tailored business support and advice to individual businesses based on the needs of their business, that should be captured and identified through an initial assessment process that the project deliverer completes with registered businesses.

The project deliverer is also required to provide start-up business support to residents and assist them to start-up new businesses.

Eligible businesses shall receive at least up to 4-hours of one-to-one support from a pool of experienced expert business advisors as well as guidance on additional support packages available, to help local businesses address their issues.

The project deliverer should produce a relevant marketing strategy and work accordingly with relevant stakeholders to achieve the outputs, including the Equalities, Diversity and Inclusion outputs. Working with stakeholders to conduct engagement sessions at events should be factored.

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

Quality criterion - Name: Quality / Weighting: 70

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 20

#### **II.2.6) Estimated value**

Value excluding VAT: £237,500

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

Duration in months

21

This contract is subject to renewal

No

**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

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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: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

18 May 2023

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 2023

Local time

12:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

The Royal Courts of Justice

London

Country

United Kingdom