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Tender

## **Procurement for supply of research services - Evaluation of the Military Coworking Network**

ARMED FORCES COVENANT FUND TRUSTEE LIMITED

F02: Contract notice

Notice identifier: 2024/S 000-012458

Procurement identifier (OCID): ocds-h6vhtk-0452e9

Published 17 April 2024, 10:46am

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

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

ARMED FORCES COVENANT FUND TRUSTEE LIMITED

3rd Floor, 3 Wellington Place

Leeds

LS1 4AP

#### **Contact**

Tom Traynor

#### **Email**

[info@covenantfund.org.uk](mailto:info@covenantfund.org.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Charity Commission (England and Wales)**

1177627

**Internet address(es)**

Main address

<https://covenantfund.org.uk/>

### **I.3) Communication**

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

<https://covenantfund.org.uk/work-for-the-trust>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://covenantfund.org.uk/work-for-the-trust>

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

Body governed by public law

### **I.5) Main activity**

Other activity

Grant Making Trust

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## **Section II: Object**

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

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

Procurement for supply of research services - Evaluation of the Military Coworking Network

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

- 73210000 - Research consultancy services

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

Services

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

The Armed Forces Covenant Fund Trustee Limited acting as trustee of the Armed Forces Covenant Fund Trust ("the Trust") is conducting a procurement for an evaluation of the Military Coworking Network.

For more information on the procurement, as well as the service specification, please see the ITT documentation.

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

Value excluding VAT: £41,650

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

This contract is divided into lots: No

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

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

NUTS codes

- UK - United Kingdom

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

The Trust has awarded a grant to the Military Coworking Network (MCN) through the the Armed Forces Families Fund's Supporting Partners Programme to further establish and

expand the MCN, and to increase the number of people using the hubs.

Commencing in April 2024, the two-year grant funded project also seeks to provide evidence of how the network can support operational effectiveness and become one of the pillars of the Ministry of Defence's community support offer.

An independent evaluation partner is being sought to evaluate this MCN continuation project. The Contractor shall carry out an in-depth evaluation of the MCN project which shall include elements of an impact assessment, process evaluation and economic evaluation.

For more information on the procurement, as well as the service specification, please see the ITT documentation.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £41,650

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

Duration in months

24

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

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## **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

Please refer to the ITT documentation.

#### **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.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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

24 May 2024

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

27 May 2024

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

Please ensure that submissions for tender are made before the deadline by emailing [info@covenantfund.org.uk](mailto:info@covenantfund.org.uk) with your tender response.

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

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

Armed Forces Covenant Fund Trust

Leeds

Email

[info@covenantfund.org.uk](mailto:info@covenantfund.org.uk)

Country

United Kingdom

Internet address

<https://www.covenantfund.org.uk>