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Contract

Provision of Business Gateway Services in Orkney

Orkney Islands Council

F03: Contract award notice

Notice identifier: 2023/S 000-012468

Procurement identifier (OCID): ocds-h6vhtk-03a3a0

Published 2 May 2023, 11:22am

Section I: Contracting authority

I.1) Name and addresses

Orkney Islands Council

Council Offices, School Place

Kirkwall

KW15 1NY

Email

bruce.pinkerton@orkney.gov.uk

Telephone

+44 01856873535

Fax

+44 01856876158

Country

United Kingdom

NUTS code

UKM65 - Orkney Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00369

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Business Gateway Services in Orkney

Reference number

OIC/PROC/1554

II.1.2) Main CPV code

- 79411100 - Business development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Orkney Islands Council wishes to engage a single contractor with the competence, capability and capacity to deliver two separate programmes of Business Gateway Services. Firstly, the provision of business support services for the Business Gateway Service in Orkney, and secondly the provision of the Council funded Business Improvement and Growth Service ('BIG Service').

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: £405,500

II.2) Description

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services
- 79410000 - Business and management consultancy services
- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM65 - Orkney Islands

II.2.4) Description of the procurement

In liaison with the local Business Gateway Manager, delivery of the Business Gateway and additional BIG Service funded support will largely be through:

-one-to-one consultancy, principally undertaken at the Business Gateway office in Kirkwall, but occasionally at a client's premises; and

-workshops and specialist events – at suitable venues arranged by the contractor, run in Kirkwall, Stromness and in remoter areas around the islands (subject to local demand).

Additional information on the service requirement is contained within the attached documentation.

At the time of tender issue, it is anticipated that the maximum overall contract value which includes the potential periods of extension to 31 May 2028 is GBP405,500 although no guarantee is given as to actual expenditure. The budget across each service is as follows:

Programme 1 Core Service – up to GBP277,500 exclusive of VAT over the initial term of the contract (36 months) and including the potential contract extensions (two periods of 12 months).

Programme 2 BIG Service – up to GBP128,000 exclusive of VAT over the initial term of the contract (36 months) and including the potential contract extensions (two periods of 12 months). This budget is discretionary and not guaranteed.

No guarantee is given as to actual expenditure.

Bids that exceed the budget will not be considered.

II.2.5) Award criteria

Quality criterion - Name: Service Delivery / Weighting: 45

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Contract Implementation / Weighting: 5

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

II.2.14) Additional information

The contract will consist as follows:

Programme 1 for the Core service of Business Gateway Services and Programme 2 for the Enhanced Business Growth Support Services

For the avoidance of doubt, as notified in the Invitation to Tender - Appendix 6, the price evaluation is carried out on the rate per hour figures submitted within bids.

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 000-003766](#)

Section V. Award of contract

Contract No

OIC/PROC/1554

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

18 April 2023

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 3

Number of tenders received by electronic means: 3

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

V.2.3) Name and address of the contractor

CRC Advisory Ltd

Finmory, 4 Soulisquoy Loan

Kirkwall

KW15 1BY

Country

United Kingdom

NUTS code

- UKM65 - Orkney Islands

The contractor is an SME

Yes

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

Total value of the contract/lot: £395,250

Section VI. Complementary information

VI.3) Additional information

Orkney Islands Council reserves the right to cancel the procurement at any stage and not award a Contract. The expenditure, work or effort

undertaken by bidders prior to the award of any Contract is accordingly a matter solely for the commercial judgement of bidders.

Late Tenders will not be considered by the Council.

An economic operator that suffers, or risks suffering loss or damage attributable to a breach of duty under the Public Contracts

(Scotland)Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session.

Tenderers should complete the SPD (Scotland) contained within the SPD Module attached to this notice.

(SC Ref:729928)

VI.4) Procedures for review

VI.4.1) Review body

Kirkwall Sheriff Court

Kirkwall

Country

United Kingdom