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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): ocids-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](mailto: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](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

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**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.

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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 000-003766](#)

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## **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

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## **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