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Tender

## **New Business Start Up Programme**

West Yorkshire Combined Authority

F02: Contract notice

Notice identifier: 2021/S 000-013960

Procurement identifier (OCID): ocds-h6vhtk-02bdfb

Published 18 June 2021, 6:37pm

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

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

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

#### **Contact**

Darren Wood

#### **Email**

[darren.wood@westyorks-ca.gov.uk](mailto:darren.wood@westyorks-ca.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKE4 - West Yorkshire

**Internet address(es)**

Main address

<https://www.westyorks-ca.gov.uk/>

Buyer's address

<https://in-tendhost.co.uk/westyorkshireca.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/westyorkshireca.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/westyorkshireca.aspx/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

New Business Start Up Programme

Reference number

PROJECT NO. CA1504

#### **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**

The West Yorkshire Combined Authority (the CA) and the Leeds City Region Local Enterprise Partnership (the LEP), is seeking to appoint a Single Service Delivery Provider or Group with a 'Lead Operator' to complement and add value to the existing support available across West Yorkshire for business start-ups. The CA /LEP also work in close partnership with the five Local Authorities (LAs) in West Yorkshire, which are also members of the CA, these are City of Bradford Metropolitan District Council, The Borough Council of Calderdale, The Council of The Borough of Kirklees, Leeds City Council, The Council of The City of Wakefield.

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

Value excluding VAT: £2,000,000

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 79400000 - Business and management consultancy and related services

- 80532000 - Management training services
- 79998000 - Coaching services
- 80570000 - Personal development training services
- 80590000 - Tutorial services

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

NUTS codes

- UKE4 - West Yorkshire

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

The West Yorkshire Combined Authority (the CA) and the Leeds City Region Local Enterprise Partnership (the LEP), is seeking to appoint a Single Service Delivery Provider or Group with a 'Lead Operator' to complement and add value to the existing support available across West Yorkshire for business start-ups. The CA /LEP also work in close partnership with the five Local Authorities (LAs) in West Yorkshire, which are also members of the CA, these are City of Bradford Metropolitan District Council, The Borough Council of Calderdale, The Council of The Borough of Kirklees, Leeds City Council, The Council of The City of Wakefield. The service to be commissioned will provide practical help and support to people who have decided to start a new business in West Yorkshire, with a focus on businesses with lower initial growth aspiration and that do not expect to turnover more than £250k in their first 12 months of trading. Although the focus of delivery will be start-up businesses with lower growth plans, the programme will still aim to support and encourage the growth ambitions of start-up business where this is appropriate, including referral to higher growth programmes where this would add value. The focus of this commission is individuals who have made a definite decision to start a business, support is not aimed at those who are still exploring business start-up as an employment option. The start-up support provided by the programme will be open to any sector and to any business operating any legal business model. The programme is expected to deliver both one-to-many support through events, workshops and seminars, and one-to-one mentoring/coaching. The split of this will be determined by the individual respondents to the tender, but the principle of those start-ups with most growth potential getting the most hours of support (including one-to-one) should be considered. The support package will need to cover the key areas of expertise that a start-up business needs to address in order to trade compliantly and successfully. The contract will be for an initial term of 18 months with a value of £1m, with an option to extend based upon successful performance and at the discretion of the CA for a further 18 months and additional value of £1m.

### **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: £2,000,000

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

Duration in months

36

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: Yes

Description of options

The contract will be for an initial term of 18 months with a value of £1m, with an option to extend based upon successful performance and at the discretion of the CA for a further 18 months and additional value of £1m.

#### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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

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

Date

19 July 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

19 July 2021

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

To apply visit - <https://in-tendhost.co.uk/westyorkshireca.aspx/HomeProject> Reference CA1504Prior Information Notice (Find a Tender Service)2021/S 000-008263

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

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

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

Country

United Kingdom