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Tender

## **Digital Coaching**

University Of Edinburgh

F02: Contract notice

Notice identifier: 2024/S 000-014203

Procurement identifier (OCID): ocds-h6vhtk-0456d9

Published 2 May 2024, 1:25pm

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

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

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

#### **Contact**

Elliot Freeman

#### **Email**

[Elliot.Freeman@ed.ac.uk](mailto:Elliot.Freeman@ed.ac.uk)

#### **Telephone**

+44 1316502508

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<https://www.ed.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00107](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=b00bf88c-8f28-485d-87cf-5a33b56e5fa8&VISITORID=b00bf88c-8f28-485d-87cf-5a33b56e5fa8>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=b00bf88c-8f28-485d-87cf-5a33b56e5fa8&VISITORID=b00bf88c-8f28-485d-87cf-5a33b56e5fa8>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Digital Coaching

Reference number

EC1027

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

- 79998000 - Coaching services

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

Services

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

Coaching is an important development tool for the University of Edinburgh and one which fully supports our managers and leaders to increase their leadership capability and develop their potential. In order to deliver a seamless service to colleagues, one of the most important aspects for us is taking a partnership approach with the successful supplier. This involves having someone readily available to speak with the coachee or manager at any point before or during the coaching relationship, and who can manage sensitive or challenging issues quickly should they arise.

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

Value excluding VAT: £270,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

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

Coaching is an important development tool for the University of Edinburgh and one which fully supports our managers and leaders to increase their leadership capability and develop their potential. In order to deliver a seamless service to colleagues, one of the most important aspects for us is taking a partnership approach with the successful supplier. This involves having someone readily available to speak with the coachee or manager at any point before or during the coaching relationship, and who can manage sensitive or challenging issues quickly should they arise.

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

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial contract period will be 24-months. This will be followed by two further periods of 24-months each, meaning the full contract duration could be up to 72-months.

#### **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 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

### **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

## **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

3 June 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

3 June 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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26649. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The University of Edinburgh's Strategy 2030 sets out our vision to make the world a better place, and a key focus is our Social and Civic Responsibility. We contribute positively to society through our research, innovation and education. We also recognise that as a large organisation, how we do things can have both positive and negative impacts on people, communities, and the natural environment near and far. This plan shows how we will deliver on our commitments to Social & Civic Responsibility as part of the University's Strategy 2030 and our commitments to the global Sustainable Development Goals (SDGs). We would like to know how the work of your organisation can contribute and help us towards achieving our strategic objectives, and/or the SDGs more broadly. Please detail any areas where your organisation can (and pledge to, if successful in winning this contract) work with UoE to achieve positive CB outcomes.

(SC Ref:765520)

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

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

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom