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Tender

## **DfE - Organisational Development and Transformation Programme**

Department for the Economy

F02: Contract notice

Notice identifier: 2021/S 000-015364

Procurement identifier (OCID): ocds-h6vhtk-02c377

Published 5 July 2021, 1:15pm

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

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

Department for the Economy

Netherleigh House, Massey Avenue

BELFAST

BT4 2JP

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

## **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

[www.economy-ni.gov.uk](http://www.economy-ni.gov.uk)

Buyer's address

<https://etendersni.gov.uk/epps>

## **I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

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

Body governed by public law

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

Economic and financial affairs

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## **Section II: Object**

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

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

DfE - Organisational Development and Transformation Programme

Reference number

ID 3540052

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

The Department for the Economy requires the provision of management consultancy and other professional services, across a range of management and subject specific disciplines to support delivery of its Organisational Development and Transformation Programme. The purpose of engaging professional services is primarily to inform, facilitate and support the comprehensive work programme that will be delivered over a 3-5 year period. Specifically, the professional services provider will provide the additional capacity and specialist expertise necessary to deliver the desired organisational transformation. The Department intends to appoint a single Contractor to deliver all of the service requirements.

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

Value excluding VAT: £6,500,000

#### **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
- 79410000 - Business and management consultancy services
- 79411100 - Business development consultancy services

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

NUTS codes

- UKN0 - Northern Ireland

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

The Department for the Economy requires the provision of management consultancy and other professional services, across a range of management and subject specific disciplines to support delivery of its Organisational Development and Transformation Programme. The purpose of engaging professional services is primarily to inform, facilitate and support the comprehensive work programme that will be delivered over a 3-5 year period. Specifically, the professional services provider will provide the additional capacity and specialist expertise necessary to deliver the desired organisational transformation. The Department intends to appoint a single Contractor to deliver all of the service requirements.

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

Quality criterion - Name: AC1 Proposed Methodology for the Provision of Expert Advice, Design and Implementation / Weighting: 32

Quality criterion - Name: AC2 Proposed Methodology for Systems Project Support Function / Weighting: 8

Quality criterion - Name: AC3 Proposed Methodology for Provision of a Communication and Engagement Service / Weighting: 8

Quality criterion - Name: AC4 Proposed Team Experience / Weighting: 28

Quality criterion - Name: AC5 Contract Management / Weighting: 4

Cost criterion - Name: AC6 Rate Card for AC1 / Weighting: 10

Cost criterion - Name: AC7 Rate Card for AC3 / Weighting: 6

Cost criterion - Name: AC8 Fixed Price for AC2 / Weighting: 4

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

Value excluding VAT: £6,500,000

### **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

After the initial contract period, there are 2 options to extend for up to 1 year each.

### **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.1.3) Technical and professional ability**

List and brief description of selection criteria

SC1 Company Experience in Expert Advice and Guidance on Organisational Development Programme Development and Management; SC2 Company Experience in Systems Support; SC3 Company Experience in Communication and Engagement Service; and SC4 Company Experience in Strategic People Focused Interventions.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The Client will monitor the Contractor's performance against the specified KPIs and as detailed in the Commercial Conditions of Contract Schedule 3 Contract Management/Monitoring Schedule.

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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

13 August 2021

Local time

3:00pm

#### **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**

Tender must be valid until: 11 November 2021

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

Date

13 August 2021

Local time

3:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Contract Monitoring. The successful Contractor's performance on this Contract will be managed as per the specification and regularly monitored (see Procurement Guidance Note 01/12 - Contract Management - Procedures and Principles). Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and this Contract may be terminated. A central register of such Notices for supplies and services contracts will be maintained and published on the CPD website. Any contractor in receipt of a Notice of Unsatisfactory Performance will be required to declare this in future tender submissions for a period of three years from the date of issue of the Notice. It may also result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement expertise on behalf of bodies covered by the Northern Ireland Procurement Policy.

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

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

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement.

As above

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures



CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.