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Tender

## **CS22123 - Queens Awards Assessment Services**

Department for Business, Energy and Industrial Strategy

F02: Contract notice

Notice identifier: 2022/S 000-016070

Procurement identifier (OCID): ocds-h6vhtk-0342e0

Published 10 June 2022, 5:03pm

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

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

Department for Business, Energy and Industrial Strategy

1 Victoria Street

London

SW1H 0ET

#### **Contact**

Rebecca Fish

#### **Email**

[rebecca.fish@uksbs.co.uk](mailto:rebecca.fish@uksbs.co.uk)

#### **Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

[www.uksbs.co.uk](http://www.uksbs.co.uk)

**I.3) Communication**

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

<https://beisgroup.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://beisgroup.ukp.app.jaggaer.com/>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

CS22123 - Queens Awards Assessment Services

Reference number

CS22123

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

- 79419000 - Evaluation consultancy services

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

Services

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

UK Shared Business Services (UK SBS), on behalf of the Department for Business Energy and Industrial Strategy wishes to establish a Contract for the provision of technical assessment services for the Queens Awards.

UK SBS is managing this procurement in accordance with the Public Contracts Regulations 2015 (as amended from time to time) (the "Regulations").

This is a Services Contract being procured under Open Procedure Regulations.

See section I.3) for access to procurement documentation.

How to Apply

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link

<https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you are already registered on the Jaggaer eSourcing Portal and wish to participate in this

procurement, please use the link: <https://beisgroup.ukp.app.jaggaer.com/>.

Once you are logged into the system you will be able to locate the Procurement you wish to leave a bid on by clicking the ITTs Open to All Suppliers and searching for the reference number CS22123

Specification for Queen's Awards for Assessment Services

The award of this Contract will be based on 4 Lots:

Lot 1 - Innovation Application Appraisal

Lot 2 - International Trade Application Appraisal

Lot 3 - Promoting Opportunity Application Appraisal

Lot 4 - Sustainable Development Application Appraisal

It is intended that one supplier will be appointed for each of the Lots detailed above, however potential suppliers are invited to tender for one or more Lots on an individual basis. Where a single supplier is appointed on their own merit for all lots and responses to all relevant quality questionnaires must be submitted separately.

Specification

The Queen's Awards for Enterprise are the UK's most prestigious awards for businesses. The Awards recognise and reward outstanding achievement by UK companies. They are managed by the Queen's Awards Office (QAO) in the Department for Business, Energy and Industrial Strategy (BEIS) <https://www.gov.uk/queens-awards-for-enterprise>

Awards are presented in four separate categories. The aim of the tender exercise is to establish a 3-year contract to support the Department for Business, Energy and Industrial Strategy to procure contractor(s) to provide technical assessment services for the four Queen's Awards categories. Tenderers are invited to bid for one or more lots. We aim to appoint one successful supplier per Lot. Please refer to the attached tender documentation for full details.

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

Value excluding VAT: £665,557

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Innovation Application Appraisal

Lot No

1

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

- 79419000 - Evaluation consultancy services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Please refer to the tender documents

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

Lot 1; Innovation Application Appraisal

Innovation - recognising companies that have demonstrated commercial success through:

- invention, design, production (in respect of goods)
- performance (in respect of services, including advice)
- marketing, distribution, after sale support of goods or services

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

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

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

Value excluding VAT: £241,506

### **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: No

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - International Trade Application Appraisal

Lot No

2

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

- 79419000 - Evaluation consultancy services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Please refer to tender documents

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

Lot 2; International Trade Application Appraisal

International Trade - recognising companies that have demonstrated substantial growth in overseas earnings and in commercial success relative to the business size and sector.

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

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

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

Value excluding VAT: £202,950

#### **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: No

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

### **II.2.1) Title**

Lot 3 - Promoting Opportunity Application Appraisal

Lot No

3

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

- 79419000 - Evaluation consultancy services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Please refer to tender documents

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

Lot 3; Promoting Opportunity Application Appraisal

Promoting Opportunity (through social mobility) - for social mobility programmes that help people from disadvantaged backgrounds into successful working lives.

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

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

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

Value excluding VAT: £88,440

### **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: No

## **II.2) Description**

### **II.2.1) Title**

Lot 4 - Sustainable Development Application Appraisal

Lot No

4

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

- 79419000 - Evaluation consultancy services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Please refer to tender documents

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

Lot 4; Sustainable Development Application Appraisal

Sustainable Development - recognising companies that have developed commercially

successful products, services, and approaches to management which have major benefits for the environment, society and the economy.

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

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

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

Value excluding VAT: £132,660

### **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: 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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-015418](#)

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

Date

18 July 2022

Local time

10:00am

#### **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: 3 (from the date stated for receipt of tender)

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

Date

18 July 2022

Local time

11:00am

Place

Electronic

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### **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link

<https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you are already registered on the Jaggaer eSourcing Portal and wish to participate in this procurement, please use the link: <https://beisgroup.ukp.app.jaggaer.com/>.

Once you are logged into the system you will be able to locate the Procurement you wish to

leave a bid on by clicking the ITTs Open to All Suppliers and searching for the reference number CS22123.

All submissions will be assessed in accordance with the Public Procurement Regulations that apply to this opportunity.

Responses must be received by the date and time in the tender documentation; responses received outside of the deadline or not sent via the Jaggaer eSourcing portal will not be accepted or considered by the Contracting Authority further for this opportunity.

Interested organisations should ensure that they allow a sufficiency of time, prior to the deadline to allow all sections to be completed in full and any attachments to be uploaded.

As a user of the Jaggaer eSourcing Portal you will have access to the Jaggaer messaging service which facilitates all messages sent to you and from you, as well as other messages and updates in relation to any specific tender event.

Please note that any and all information secured outside of the messaging service, shall have no merit or worth and should not be

relied upon by any organisation submitting a tender response.

Please note it is your organisations responsibility to access these messages on a regular basis to ensure you have sight of all relevant information applicable to this opportunity.

The Contracting Authority expressly reserves the right:

- i. not to award any contract as a result of the procurement process commenced by publication of this notice; and
- ii. to make whatever changes it may see fit to the content and structure of the procurement; and under no circumstances as part of your organisations participation in this opportunity,

will the Contracting Authority be liable for any costs incurred by any organisation as a result. If the Contracting Authority decides to enter into a contract with any successful organisation(s), this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of your organisation in doing so.

#### About UK Shared Business Services

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping our contracting authorities to improve efficiency, generate savings and

modernise.

Where UK SBS is not named as the Contracting Authority within the documentation, UK SBS will be acting as an agent on behalf of the Contracting Authority.

Our broad range of expert services is shared by our customers. This allows our customers the freedom to focus resources on core activities; innovating and transforming their own organisations.

For full details of our partner base please review the following link:

<http://www.uksbs.co.uk/services/procure/contracts/Pages/default.aspx>

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

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

UK Shared Business Services Limited

Swindon

SN2 1FF

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone

+44 1793867005

Country

United Kingdom