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Contract

UKSPF Place Based Business Support: Specialist Advisor Framework

Liverpool City Council

F03: Contract award notice

Notice identifier: 2024/S 000-016323

Procurement identifier (OCID): ocids-h6vhtk-041d21

Published 23 May 2024, 12:56pm

Section I: Contracting authority

I.1) Name and addresses

Liverpool City Council

Cunard Building, Water Street

Liverpool

L3 1DS

Contact

Ms Jessica Thomas

Email

Jessica.Thomas@liverpool.gov.uk

Country

United Kingdom

Region code

UKD72 - Liverpool

Internet address(es)

Main address

<http://www.liverpool.gov.uk>

Buyer's address

<http://www.liverpool.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

UKSPF Place Based Business Support: Specialist Advisor Framework

Reference number

DN694628

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

Liverpool City Council are seeking suppliers to provide direct diagnostic services and specialist business advice for and on behalf of Liverpool City Council to the Liverpool

business community. This service is funded through the Place Based Business Support (PBBS) programme which is a UK Shared Prosperity (UKSPF) funded programme delivered by Liverpool City Council and the other Liverpool City Region (LCR) Local Authorities.

UKSPF is a key funding source to support UK government's levelling up agenda. UKSPF is the UK's domestic replacement for the European Structural and Investment Fund (ESIF), aimed at boosting regeneration, employment and skills.

Liverpool City Council do not guarantee any level of business through this Framework Agreement. Demand will be on an ad-hoc basis and subject to business needs. Any volumes or values provided within the documentation are for indicative purposes only and there is no guarantee of any spend through this framework agreement.

The intention is for this Framework Agreement to run for a period of 4 years. However, this contract is subject to funding and if the funding is spent and / or further funding is not secured then this contract will terminate and come to an end earlier than the 4-year period.

II.1.6) Information about lots

This contract is divided into lots: Yes

II.1.7) Total value of the procurement (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

II.2) Description

II.2.1) Title

Lot 1 - Provision of Diagnostic Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

Liverpool City Council are seeking suppliers to provide direct diagnostic services and specialist business advice for and on behalf of Liverpool City Council to the Liverpool business community. This service is funded through the Place Based Business Support (PBBS) programme which is a UK Shared Prosperity (UKSPF) funded programme delivered by Liverpool City Council and the other Liverpool City Region (LCR) Local Authorities.

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Lot 1- Provision of diagnostic services

- Provide appropriate diagnosis of fundamental, underlying business & management issues utilizing the diagnostic paperwork provided.
- Provision of Action Plan for Growth focused on the initial steps the business must take
- Utilisation and completion of all required PBBS paperwork as part of the client registration, eligibility evidence, subsidy control, diagnostic notes and action plan.
- Awareness of support available outside of the PBBS programme which could be relevant to the business.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2a - Strategic Business Planning

Lot No

2a

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2a - Strategic business planning

- Business processes review
- Business strategy and implementation
- Financial Planning
- KPI assessment
- Growth plans

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2b - Marketing & Sales

Lot No

2b

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2b - Marketing & Sales

- Developing a marketing plan
- Developing a marketing campaign
- Creating a consistent brand
- Online marketing advice – website, SEO, social media etc
- Monitoring and measuring impact / performance

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2c - Procurement and Tender Readiness

Lot No

2c

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2c - Procurement and tender readiness

- Finding tenders and understanding them
- Reviewing previous tenders and giving guidance on how to improve them
- Explaining procurement rules
- Understanding social value act
- Policy preparation and tender readiness

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2d - Lean and Process Improvement

Lot No

2d

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2d - Lean and process improvement

- Business process review
- Improvement project ID/prioritisation
- Identification and management of non value added waste
- Root cause analysis
- Creation of improvement project plan

- Support to implement, control and monitor improvement.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2e - Export & International

Lot No

2e

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2e – Export & International

- Assessment of exporting potential
- Review of export plan
- Assistance with international targeting, network connecting and signposting.
- Trading environmental assessments e.g. market access intelligence
- Advice on international readiness considerations such as profile building, tailored marketing, cultural training, competitor analysis

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2f - Financial Management

Lot No

2f

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2f - Financial Management

- Advice on design and implementation of financial processes

- Financial forecasting
- Assessment of credit control
- Assistance with identifying financial systems packages
- Budget management

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2g - ISO Quality Management Support

Lot No

2g

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2g - ISO Quality Management Support

- Review of existing management system against the relevant standard (Gap Analysis).
- Enhancement of the existing system using appropriate ISO tools
- Implement any new processes required.
- Complete a formal check that any new processes have been implemented correctly
- Benchmarking and identifying gaps in quality.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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) Description

II.2.1) Title

Lot 2h - Human Resources

Lot No

2h

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKD72 - Liverpool

II.2.4) Description of the procurement

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Lot 2h - Human Resources

- Contracts of employment
- Advice on policies and procedures implementation
- Employee handbooks
- Staff management, performance, absence, appraisals, disciplinary/grievances, payroll
- Workforce planning

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20%

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

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 000-034989](#)

Section V. Award of contract

Contract No

DN694628

Lot No

1

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 8

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

MATS Consultancy Ltd

Liverpool

Country

United Kingdom

NUTS code

- UKD72 - Liverpool

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

1

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 8

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Della Thomas Consultancy

Flintshire

Country

United Kingdom

NUTS code

- UKL23 - Flintshire and Wrexham

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2a

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Mark Butchard Business Solutions Ltd

Liverpool

Country

United Kingdom

NUTS code

- UKD72 - Liverpool

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2b

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

HeyStrategy Ltd

Wirral

Country

United Kingdom

NUTS code

- UKD74 - Wirral

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2c

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Thornton & Lowe

Bolton

Country

United Kingdom

NUTS code

- UKD36 - Greater Manchester North West

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2c

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Bid Management Services

Liverpool

Country

United Kingdom

NUTS code

- UKD72 - Liverpool

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2d

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Matchbox Associates Limited

Cheshire

Country

United Kingdom

NUTS code

- UKD62 - Cheshire East

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2e

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Ki Partnership Ltd

Liverpool

Country

United Kingdom

NUTS code

- UKD72 - Liverpool

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section V. Award of contract

Contract No

DN694628

Lot No

2f

A contract/lot is awarded: No

V.1) Information on non-award

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

Section V. Award of contract

Contract No

DN694628

Lot No

2g

A contract/lot is awarded: No

V.1) Information on non-award

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

Section V. Award of contract

Contract No

DN694628

Lot No

2h

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 April 2024

V.2.2) Information about tenders

Number of tenders received: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Privilege HR

Liverpool

Country

United Kingdom

NUTS code

- UKD72 - Liverpool

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Lowest offer: £1 / Highest offer: £500,000 taken into consideration

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

London

Country

United Kingdom