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Tender

USA Export Plan

Scottish Government

F02: Contract notice

Notice identifier: 2024/S 000-017113

Procurement identifier (OCID): ocds-h6vhtk-046ce6

Published 3 June 2024, 10:34am

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Contact

Laura Vivian

Email

laura.vivian@gov.scot

Telephone

+44 7467338120

Country

United Kingdom

NUTS code

UKM - Scotland

National registration number

CASE/700677

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

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/>

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/>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

USA Export Plan

Reference number

CASE/700677

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 Scottish Government published a Trading Nation: A plan for Growing Scottish exports on 1 May 2019. The plan aims to increase the value of exports from 20% to 25% of Scotland's GDP over the next 10 years. This could add around 3.5 billion GBP to GDP and create 17,500 more jobs.

A Trading Nation was developed using data driven analysis and market intelligence to identify the priority sectors, markets and types of businesses that are most likely to drive growth in exports.

The end goal of the USA Export Plan is to produce an export focused report that seeks to identify the US states that offer the best match and opportunity for Scottish export strengths and our ambitions as set out in A Trading Nation and the National Strategy for Economic Transformation.

II.1.5) Estimated total value

Value excluding VAT: £75,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 73220000 - Development consultancy services
- 72221000 - Business analysis consultancy services
- 66171000 - Financial consultancy services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The export plan will help us better understand the longer term trends within these huge markets and focus our resources to better drive export success in these continental sized economies. Whilst broader in-market commercial opportunities should be understood the main thrust of this plan is to boost exports from Scottish based companies to the USA, and to understand the best ways for the Scottish Government and its agencies to facilitate this outcome. Information gleaned from this study could also help inform the Scottish Government's broader trade policy priorities within the UK-led state level MoU programme, and should the UK-USA free trade negotiations restart.

The end goal of the USA Export Plan is to produce an export focused report that seeks to identify the US states that offer the best match and opportunity for Scottish export strengths and our ambitions as set out in A Trading Nation and the National Strategy for Economic Transformation.

II.2.5) Award criteria

Quality criterion - Name: Methodology / Weighting: 40

Quality criterion - Name: Staffing & Capability / Weighting: 25

Quality criterion - Name: Timetable & Delivery / Weighting: 20

Quality criterion - Name: Community Benefits / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Business Continuity And Disaster Recovery (BCDR) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £75,000

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

Duration in months

4

This contract is subject to renewal

Yes

Description of renewals

Initial duration will be 4 months with an option to extend the contract for an additional 2 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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Minimum level(s) of standards required:

Bidders must demonstrate a Current Ratio of no less than 1.0. Current Ratio will be calculated as follows: Net current assets divided by net current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

Bidders who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent

company satisfies the financial requirements stipulated above.

It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded

contract, the types of insurance indicated below.

Employer's (Compulsory) Liability Insurance = 5 000 000 GBP.

Public Liability Insurance = 1 000 000 GBP.

Professional Indemnity Insurance = 1 000 000 GBP.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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 July 2024

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

3 July 2024

Local time

12:00pm

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

Question Scoring Methodology for Award Criteria outlined in Invitation to Tender.

0 Unacceptable Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 Poor Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 Acceptable Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 Good Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 Excellent Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Tenderers are also asked to confirm that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must

complete and reattach the SPD Supplier Response Form attached to SPD.

The buyer is using PCS-Tender to conduct this ITT exercise.

The Project code is 26816 and the ITT code is 55059. 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 tenderer must provide a Community Benefits proposal that is relevant to the subject matter of this contract and supports the Scottish Ministers' commitment to contributing to the social, economic & environmental well-being of the people of Scotland, as described in the specification.

targeted employment support, recruitment and work-related training for priority groups within the community (for example long-term

unemployed and young people) as part of your proposed workforce for this project;

support for existing Charity and Third Sector Organisations that deliver benefits to the communities

Use of SMEs or supported businesses as part of your supply chain

up-skilling the existing workforce;

equality and diversity initiatives;

educational support initiatives.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26816. For more information see:

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The tenderer must provide a Community Benefits proposal that is relevant to the subject matter of this contract and supports the Scottish Ministers' commitment to contributing to the social, economic & environmental well-being of the people of Scotland, as described in the specification.

(SC Ref:767419)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom