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Tender

## **Large Grants Due Diligence Framework**

Scottish Enterprise

F02: Contract notice

Notice identifier: 2022/S 000-018845

Procurement identifier (OCID): ocds-h6vhtk-035046

Published 11 July 2022, 8:51am

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

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

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

#### **Contact**

Natalie Dalgoutte

#### **Email**

[natalie.dalgoutte@scotent.co.uk](mailto:natalie.dalgoutte@scotent.co.uk)

#### **Telephone**

+44 1414686024

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.scottish-enterprise.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00398](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398)

**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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local Agency/Office

**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**

Large Grants Due Diligence Framework

Reference number

P23-0021

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

- 73000000 - Research and development services and related consultancy services

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

Services

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

Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Value excluding VAT: £1,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

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

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

Technical Due Diligence – maximum GBP100,000 grant sought e.g., SMART: SCOTLAND (all sectors)

Lot No

1

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

- 73110000 - Research services
- 73210000 - Research consultancy services

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

NUTS codes

- UK - United Kingdom

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

Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Quality criterion - Name: Understanding of requirements and methodology proposed / Weighting: 45

Quality criterion - Name: Project team structure / Weighting: 40

Quality criterion - Name: Information Security / Weighting: 10

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

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Scottish Enterprise reserves the right to extend the contract for a further period of 12-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

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

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

Technical Due Diligence - over GBP100,000 grant sought e.g., R&D grant funding (all sectors)

Lot No

2

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

- 73110000 - Research services
- 73210000 - Research consultancy services

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

NUTS codes

- UK - United Kingdom

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

Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from

businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Quality criterion - Name: Understanding of requirements and methodology proposed / Weighting: 45

Quality criterion - Name: Project team structure / Weighting: 40

Quality criterion - Name: Information Security / Weighting: 10

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

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Scottish Enterprise reserves the right to extend the contract for a further period of 12-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

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

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

Financial Due Diligence - maximum GBP100,000 grant sought e.g., SMART: SCOTLAND

Lot No

3

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

- 73110000 - Research services
- 73210000 - Research consultancy services

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

NUTS codes

- UK - United Kingdom

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

Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Quality criterion - Name: Understanding of requirements and methodology proposed /  
Weighting: 45

Quality criterion - Name: Project team structure / Weighting: 40

Quality criterion - Name: Information Security / Weighting: 10

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

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Scottish Enterprise reserves the right to extend the contract for a further period of 12-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

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

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

Financial Due Diligence - over GBP100,000 grant sought e.g., R&D grant funding

Lot No

4

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

- 73110000 - Research services
- 73210000 - Research consultancy services

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

NUTS codes

- UK - United Kingdom

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



Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Quality criterion - Name: Understanding of requirements and methodology proposed /  
Weighting: 45

Quality criterion - Name: Project team structure / Weighting: 40

Quality criterion - Name: Information Security / Weighting: 10

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

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Scottish Enterprise reserves the right to extend the contract for a further period of 12-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

## **II.2) Description**

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

IP Due Diligence – maximum GBP100,000 grant sought e.g., SMART: SCOTLAND (all sectors)

Lot No

5

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

- 73110000 - Research services
- 73210000 - Research consultancy services

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

NUTS codes

- UK - United Kingdom

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

Scottish Enterprise is seeking to appoint multiple suppliers to a 5-lot framework (single supplier per lot) to deliver due diligence assessment services (covering technical, financial and IP evaluation) in support of applications to Scottish Enterprise for grant funding from businesses based (or looking to set up) in Scotland. It is envisaged that this framework will commence on the 12th September 2022.

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

Quality criterion - Name: Understanding of requirements and methodology proposed / Weighting: 45

Quality criterion - Name: Project team structure / Weighting: 40

Quality criterion - Name: Information Security / Weighting: 10

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

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Scottish Enterprise reserves the right to extend the contract for a further period of 12-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.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

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## **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

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 5

**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

12 August 2022

Local time

11:00am

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

12 August 2022

Local time

11:00am

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: No

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

SPD Statement for 2A.17 – Form of Participation (Notably as part of a group, consortium, joint venture or similar).

Any contract will be entered into with the nominated lead organisation and all members of the consortium, who will in these circumstances each be required to execute said contract together with all ancillary documentation, evidencing their joint and several liability in respect of the obligations and liabilities of the contract. It will be for members of the consortium to sort out their respective duties and liabilities amongst each other. For administrative purposes, any associated documentation will be sent to the nominated lead organisation.

SPD Statement for 2C.1 - Where the main bidder relies on the capacities of other entities in order to meet the selection criteria, the bidder must provide a separate SPD response setting out the information required under SPD (Scotland): Part II (sections A and B); Part III exclusion grounds; the relevant part of Section IV selection criteria; and Part V (if applicable) for each of the entities concerned.

SPD Statement for 2D.1.2 – If the bidder proposes to subcontract any part(s) of the service and those sub-contractors are not relied upon, they should arrange for a separate SPD response from each potential subcontractor. The subcontractors must complete the relevant parts of the SPD (Scotland) (Sections A and B of Part II and Part III only) to self-declare whether there are grounds for their exclusion. This may be requested at the selection stage or prior to the subcontractor commencing work on the contract.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=699854](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=699854).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:699854)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=699854](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=699854)

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

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

Glasgow Sheriff Court and Justice of the Peace Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place,

Glasgow

G5 9DA

Telephone

+44 1414298888

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/glasgow-sheriff-court-and-justice-of-the-peace-court>

### **VI.4.2) Body responsible for mediation procedures**

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

[SPOEprocurement@scotland.gsi.gov.uk](mailto:SPOEprocurement@scotland.gsi.gov.uk)

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>

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

Precise information on deadline(s) for review procedures

In the first instance, contact the Head of Facilities Management and Procurement at Scottish Enterprise, with any concerns or enquiries. Email: <https://www.scottish-enterprise.com/help/contact-us>. An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015, may bring proceedings that will be started in the High Court.

#### **VI.4.4) Service from which information about the review procedure may be obtained**

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

[SPOEprocurement@scotland.gsi.gov.uk](mailto:SPOEprocurement@scotland.gsi.gov.uk)

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>