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Tender

## **Stakeholder Engagement Strategy**

Bòrd na Gàidhlig

F02: Contract notice

Notice identifier: 2022/S 000-019074

Procurement identifier (OCID): ocds-h6vhtk-03512b

Published 12 July 2022, 4:13pm

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

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

Bòrd na Gàidhlig

Great Glen House, Leachkin Road

Inverness

IV3 8NW

#### **Contact**

Brian Ó hEadhra

#### **Email**

[brian@gaidhlig.scot](mailto:brian@gaidhlig.scot)

#### **Telephone**

+44 1463225454

#### **Country**

United Kingdom

**NUTS code**

UKM6 - Highlands and Islands

**Internet address(es)**

Main address

<http://www.gaidhlig.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA16582](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16582)

**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://publiccontractscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://publiccontractscotland.gov.uk>

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

National or federal Agency/Office

**I.5) Main activity**

Other activity

Gaelic Language Development

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## **Section II: Object**

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

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

Stakeholder Engagement Strategy

Reference number

PR-22-01

#### **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**

Bòrd na Gàidhlig (BnG) is seeking an experienced contractor to develop a stakeholder engagement strategy which will support the aims of our Corporate Plan 2018-23 and beyond.

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

Value excluding VAT: £8,333

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

This contract is divided into lots: No

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

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

- 73000000 - Research and development services and related consultancy services

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

NUTS codes

- UKM6 - Highlands and Islands

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

Bòrd na Gàidhlig continually seeks to improve its services and processes. Whilst BnG has a Stakeholder Charter (renewed in 2021) it is now also seeking a robust Stakeholder Engagement Strategy which will identify/map-out our current and potential stakeholders and provide a plan as to how best we can serve these stakeholders.

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

Quality criterion - Name: 1. Service Delivery and Service Levels / Weighting: 42

Quality criterion - Name: Account and Business Management / Weighting: 28

Price - Weighting: 30

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

Start date

5 September 2022

End date

31 January 2023

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.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Bòrd na Gàidhlig (the Bòrd) is an executive Non-Departmental Public Body established

under the Gaelic Language (Scotland) Act 2005. It is the principal body in Scotland responsible for promoting Gaelic development and providing advice to the Scottish Ministers on Gaelic matters, including education.

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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

### **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.1.8) 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

9 August 2022

Local time

12:00pm

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

English, Scottish Gaelic

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 28 February 2023

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

Date

9 August 2022

Local time

12:30pm

Place

Inverness

Information about authorised persons and opening procedure

Brian Ó hEadhra - Partnerships & Funding Manager

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: No

**VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

**VI.3) Additional information**

Full details of the specification are attached as an additional document.

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=700059](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=700059).

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:700059)

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

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

Inverness Sheriff Court

Longman Road

Inverness

IV1 1AH

Telephone

+44 1463230782

Country

United Kingdom