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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

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.publiccontractscotland.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

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.

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

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

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.

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.

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