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Tender

Coach Development and 1:1 Matching for Professional Leadership and Learning Coaching Programmes

Education Scotland

F02: Contract notice

Notice identifier: 2021/S 000-019332

Procurement identifier (OCID): ocids-h6vhtk-02d2f3

Published 10 August 2021, 2:35pm

Section I: Contracting authority

I.1) Name and addresses

Education Scotland

Denholm House, Almondvale Business Park

Livingston

EH54 6GA

Contact

Anna Sanina

Email

anna.sanina@gov.scot

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11402

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Coach Development and 1:1 Matching for Professional Leadership and Learning Coaching Programmes

Reference number

EDUC #487

II.1.2) Main CPV code

- 79998000 - Coaching services

II.1.3) Type of contract

Services

II.1.4) Short description

The Service Provider will co-create and manage a programme which will offer a professional learning programme which will build capacity for participants across Professional Learning and Leadership (PLL) programmes to develop skills to facilitate coaching conversations. The coaches then offer 1:1 coaching to participants across other programmes modelling the current Stepping Stones/Middle Leader prototype project.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The Service Provider will co-create and manage a programme which will offer a professional learning programme which will build capacity for participants across Professional Learning and Leadership (PLL) programmes to develop skills to facilitate

coaching conversations. The coaches then offer 1:1 coaching to participants across other programmes modelling the current Stepping Stones/Middle Leader prototype project.

II.2.5) Award criteria

Quality criterion - Name: Technical Criteria / Weighting: 60

Price - Weighting: 40

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

Duration in months

6

This contract is subject to renewal

Yes

Description of renewals

Extension option for this contract is at sole discretion of the Authority (Education Scotland) and would only be until June 2022.

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

Minimum level(s) of standards possibly required

Clauses quoted refer to SPD document. Weighting: Pass/Fail

For Question 4B.4 of the SPD (Financial Ratios). Bidders must demonstrate a Current Ratio (net current assets divided by net current liabilities) of 0.8 or greater.

For Question 4B.5.1 & 4B.5.2 of the SPD (Minimum Insurance Levels). Bidders must hold, or commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below:

Employer's Liability Insurance - GBP 5,000,000.00

Public Liability Insurance - GBP 1,000,000.00

Professional Indemnity Insurance - GBP 1,000,000.00

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

Clauses quoted refer to SPD document. Weighting: Pass/Fail

For Question 4A.3 of the SPD (Suitability) Bidder (Entity itself) must hold a membership in the Association for Coaching (AC) or EMCC or equivalent.

For Question 4C.1.2 of the SPD (Technical and professional ability) Bidders are required to provide evidence of having the necessary capacity and capability to deliver the requirement.

Bidder should provide a minimum of 2 examples that demonstrate experience that is relevant to this procurement exercise delivering similar project within education sector. Examples must be from within the last three years.

In order to ensure that newer or start-up companies have a chance to demonstrate any experience relevant to the current requirement, examples may be provided from:

- Within their own organisation (bidders may rely on the experience of personnel that they intend to use to carry out the current requirement, even if that experience was gained

whilst working for a different organisation).

- Other consortium members (where a consortium bid is being proposed).
- Named sub-contractors (where sub-contractors are being used and their identity is known at the ITT stage).

Bidders should be aware that there should be no material change to the skills experience and resources available to them during the course of the contract.

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

10 September 2021

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

10 September 2021

Local time

12:30pm

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

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=663453.

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.

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

The tenderer will be expected to demonstrate they have a social enterprise aspect to their work.

(SC Ref:663453)

VI.4) Procedures for review

VI.4.1) Review body

West Lothain Civic Centre

Howden South Road

LIVINGSTON

EH54 6FF

Country

United Kingdom