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Tender

## **Farm Business Survey**

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-020529

Procurement identifier (OCID): ocds-h6vhtk-034c6a

Published 27 July 2022, 4:43pm

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Contact**

Douglas Martin

#### **Email**

[douglas.martin@gov.scot](mailto:douglas.martin@gov.scot)

#### **Telephone**

+44 1412420478

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](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

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## **Section II: Object**

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

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

Farm Business Survey

Reference number

Case/582944

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

- 79212100 - Financial auditing services

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

Services

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

The Scottish Government has a requirement for the provision of Farm Business Survey from 1 February 2023 to 31 January 2025 with the option to extend for a period of up to 36 months arranged on an annual basis. Note that in the final year of the contract only, the end date

will be 31 March 2025/2026/2027 or 2028 dependent on the extension options taken up due to required final year activity.

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

This contract is divided into lots: No

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

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

- 79211000 - Accounting services
- 73110000 - Research services
- 79311300 - Survey analysis services
- 79311000 - Survey services

- 77100000 - Agricultural services

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

NUTS codes

- UKM - Scotland

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

The Farm Business Survey (FBS) is an annual survey of around 400 farm businesses in Scotland and collects data directly from them through farm visits and detailed examination of each business's books, paperwork or online accounts. Some physical information is also collected, primarily to classify farms by type and tenure. Stringent methodology is applied to the audit of farm accounts in order to produce internationally comparable farm management accounting information. Its primary purpose is to provide a body of physical and financial data designed to give insight into the economic condition of agriculture throughout Scotland. The FBS provides important data under the

Agriculture (Retained EU Law and Data) (Scotland) Act 2020 Part 2.

The contract will run from 1 February 2023 for 24 months with an option to extend for a period of up to 36 months arranged on an annual basis. Due to final year activity, the final year of the contract will be slightly longer and will end on 31 March 2025/26/27/28 depending on any extension period taken up.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There are 3 optional extension periods available up to 36 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.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

4B.4 - Bidders will be required to state the value(s) for the following financial ratio:

Current Ratio

The acceptable range for the financial ratio is:

Greater than 1.00

The ratio will be calculated as follows:

Total Current Assets / Total Current Liabilities

4B.5.1.a to 4B.5.3 - 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 and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 10m GBP

Public Liability Insurance = 5m GBP

Professional Risk Indemnity Insurance = 5m GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

Minimum level(s) of standards possibly required

Bidders must demonstrate a Current Ratio greater than 1.00

Employer's (Compulsory) Liability Insurance = 10m GBP

Public Liability Insurance = 5m GBP

Professional Risk Indemnity Insurance = 5m GBP

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C.1.2 - Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

4D.1 - Quality Management Procedures - The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent).

## **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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-017860](#)

### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

30 August 2022

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

30 August 2022

Local time

12:00pm



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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Summer 2024/25/26 or 27 depending on extensions used.

### VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21943. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Community benefits have been considered and are not directly related to the type of services required. However, the standard information on the Scottish Government approach to community benefits will be inserted into the ITT and bidders will be asked to outline their approach to community benefits as a non-scored response. If successful, the winning bidder will be required to discuss the content of their community benefit proposal and agree a plan for the delivery of the agreed community benefits which will become a condition of the contract.

(SC Ref:701372)

### VI.4) Procedures for review

#### VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

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