

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/021272-2022>

Contract

High Street Business Information Officers

Sheffield City Council

F03: Contract award notice

Notice identifier: 2022/S 000-021272

Procurement identifier (OCID): ocids-h6vhtk-033911

Published 3 August 2022, 2:12pm

Section I: Contracting authority

I.1) Name and addresses

Sheffield City Council

Town Hall, Pinstone Street,

Sheffield

S1 2HH

Contact

Tim Dent

Email

tim.dent@sheffield.gov.uk

Telephone

+44 01142053646

Country

United Kingdom

NUTS code

UKE32 - Sheffield

National registration number

(GB) 173 5488 38

Internet address(es)

Main address

<https://www.sheffield.gov.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104130>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

High Street Business Information Officers

II.1.2) Main CPV code

- 79411100 - Business development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

We are looking to appoint a small team of consultants / business advisors to support the recovery of the Sheffield's District Centres on behalf of Sheffield City Council for the Economic Recovery Fund (ERF) Programme. The support provided by this team is considered to have been very effective in local areas allowing businesses to have access to a friendly face with business advisor experience and retail and hospitality expertise alongside place making experience. We are looking to appoint up to 6 consultants working 12 days per month delivering 1-2-1 advice and support to businesses in Sheffield's District Centres. The consultants will be expected to provide support for 12 days per month from 1st August 2022 up to the 31st of March 2023 with the possibility of a 12 month extension should further funding be identified.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £300,000

II.2) Description

II.2.2) Additional CPV code(s)

- 72221000 - Business analysis consultancy services
- 73000000 - Research and development services and related consultancy services
- 73200000 - Research and development consultancy services

- 73210000 - Research consultancy services
- 73220000 - Development consultancy services

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

II.2.4) Description of the procurement

We are looking to appoint a small team of consultants / business advisors to support the recovery of the Sheffield's District Centres on behalf of Sheffield City Council for the Economic Recovery Fund (ERF) Programme. An existing team of Information Officers has been operating in the District Centres since 28th September 2020, funded by the "Welcome Back" Project. This project has now closed, and we have secured additional funding through ERF to continue the Information Officer activity. The support provided by this team is considered to have been very effective in local areas allowing businesses to have access to a friendly face with business advisor experience and retail and hospitality expertise alongside place making experience. Given the timeframe and the scale of the activity the Council is required to undertake a new procurement exercise to appoint the team. We are looking to appoint up to 6 consultants working 12 days per month delivering 1-2-1 advice and support to businesses in Sheffield's District Centres. The consultants will be expected to provide support for 12 days per month from 1st August 2022 up to the 31st of March 2023 with the possibility of a 12 month extension should further funding be identified.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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 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 000-012915](#)

IV.2.9) Information about termination of call for competition in the form of a prior information notice

The contracting authority will not award any further contracts based on the above prior information notice

Section V. Award of contract

Contract No

1

Title

High Street Business Information Officers

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 July 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Daniel Wilkinson T/A DW Associates

14 Buttermere Drive

Dronfield

S18 8PX

Email

danny_wilkinson@hotmail.com

Country

United Kingdom

NUTS code

- UKE32 - Sheffield

National registration number

N/A

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £75,000

Section V. Award of contract

Contract No

2

Title

High Street Business Information Officers

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 July 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Retail Associated Services Ltd t/a Grounded Places

Greenacres

York

YO41 4BN

Email

roger@groundedplaces.com

Telephone

+44 07879434574

Country

United Kingdom

NUTS code

- UKE32 - Sheffield

National registration number

09110066

Internet address

<http://https://www.groundedplaces.com/>

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £75,000

Section V. Award of contract

Contract No

3

Title

High Street Business Information Officers

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 July 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Rosia Bay Ltd

Suite 1 Northgate Business Centre, 38 Northgate

Newark

NG24 1EZ

Email

alan@rosiabay.co.uk

Country

United Kingdom

NUTS code

- UKE32 - Sheffield

National registration number

11661032

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £75,000

Section V. Award of contract

Contract No

4

Title

High Street Business Information Officers

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 July 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Sally Pepper T/A The Silent Sales Girl

18 Hodson Avenue

Willenhall

WV13 2HS

Email

sally.pepper@gmail.com

Country

United Kingdom

NUTS code

- UKE32 - Sheffield

National registration number

366 8997 17

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £75,000

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>

VI.4.2) Body responsible for mediation procedures

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>

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

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>