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Tender

The Provision of a Learning Experience Platform for City of Glasgow College

City of Glasgow College

F02: Contract notice

Notice identifier: 2021/S 000-022850

Procurement identifier (OCID): ocds-h6vhtk-02e0b0

Published 14 September 2021, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

City of Glasgow College

190 Cathedral Street

Glasgow

G4 ORF

Contact

Charles Kennedy

Email

Charles.Kennedy@cityofglasgowcollege.ac.uk

Telephone

+44 1413755176

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.cityofglasgowcollege.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00453

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/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.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

The Provision of a Learning Experience Platform for City of Glasgow College

Reference number

CS/CoGC/21/36

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

City of Glasgow College is looking to procure a Learning Experience Platform (LXP). The purpose of this project is to purchase a platform, which can provide cutting-edge, blended learning opportunities for employees, which are accessible anywhere, anytime and on any device. The LXP must have robust record storage capability and features for tracking, profiling and reporting on individual and group learning. It must also provide booking functionality for in-person and virtual learning arrangements. This project will support the operational and strategic objectives of City of Glasgow College through Organisational Development activities. The project will enable the Organisational Development team to 'Let Learning Flourish' through inspiring, innovative and excellent learning opportunities for all employees, hosted on a purpose-built platform. The LXP will provide an engaging learning space and support City of Glasgow College on its continuous improvement journey.

II.1.5) Estimated total value

Value excluding VAT: £250,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

190 Cathedral St,

Glasgow,

G4 0RF

II.2.4) Description of the procurement

City of Glasgow College is looking to procure a Learning Experience Platform (LXP). The purpose of this project is to purchase a platform, which can provide cutting-edge, blended learning opportunities for employees, which are accessible anywhere, anytime and on any device. The LXP must have robust record storage capability and features for tracking, profiling and reporting on individual and group learning. It must also provide booking functionality for in-person and virtual learning arrangements. This project will support the operational and strategic objectives of City of Glasgow College through Organisational Development activities.

II.2.5) Award criteria

Quality criterion - Name: Project Management of System Implementation / Weighting: 5

Quality criterion - Name: Core LXP Functionality / Weighting: 15

Quality criterion - Name: Sustainability / Weighting: 1

Quality criterion - Name: Learning Partners and Value Add from Optional Services and Products / Weighting: 10

Quality criterion - Name: Service Performance Management, Support & Maintenance / Weighting: 4

Quality criterion - Name: Hosted Infrastructure / Weighting: 2

Quality criterion - Name: Roadmap Innovation and Customer Leverage / Weighting: 5

Quality criterion - Name: Integration and Extension Capabilities / Weighting: 10

Quality criterion - Name: User Evaluation and Testing / Weighting: 10

Quality criterion - Name: Accessibility / Weighting: 5

Quality criterion - Name: Fair Work Practices / Weighting: 1

Quality criterion - Name: Equality, Diversity & Inclusion / Weighting: 1

Quality criterion - Name: Phase Out & Exit Strategy / Weighting: 1

Price - Weighting: 30

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for up to 3 x 12 months at the end of the initial 36 month period

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

List and brief description of selection criteria

Please refer to Part 4 B Economic and Financial Standing of the SPD

The College will use the following ratios to evaluate a bidder's financial status.

Bidders must confirm within their response to the relevant question within the 'Qualification envelope' that as a minimum, 2 out of the 3 ratios can be met and what the value of each ratio is.

The 3 ratios to be evaluated are:

Profitability - this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

Liquidity - this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to 'one' then it is a pass for this ratio;

Gearing - this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

Where 2 out of the 3 ratios cannot be met, the College may take the undernoted into consideration when assessing financial viability and the risk to the College, providing that the Bidder can supply evidence to substantiate any of the mitigating criteria. This list is not exhaustive and other criteria may be considered where proposed by a bidder as mitigating

factors:

Would the bidder have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes 'marginal'?

Does the bidder operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the bidder have sufficient reserves to sustain losses for a number of years?

Does the bidder have a healthy cash-flow?

Is the bidder profitable enough to finance the interest on its debt?

Is most of the bidder's debt owed to group companies?

Is the bidder's debt due to be repaid over a number of years, and affordable?

Have the bidder's results been adversely affected by 'one off costs' and / or 'one off accounting treatments'?

Do the bidder's auditors (where applicable) consider it to be a 'going concern'?

Will the bidder provide a Parent Company Guarantee?

Is the bidder the single supplier/source of the Goods/Works/Services in the marketplace?

The College will obtain an Equifax Report or similar financial verification systems to validate the information provided.

Please refer to Part 4 B

Bidders must confirm they can provide the following supporting evidence prior to award:

Employer's (Compulsory) Liability Insurance = 5,000,000 GBP

Public Liability Insurance = 10,000,000 GBP

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

19 October 2021

Local time

5:00pm

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

22 October 2021

Local time

12:00pm

Place

City of Glasgow College

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Following the lifespan of this contract (including extensions), this tender opportunity will become available again in 2027.

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

Bidders may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Declarations and Certificates:

In an open tendering procedure prior to any award being made the successful bidder must provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Questionnaire.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

Schedule A – Instructions and Information for Completion;

Schedule B – Scope of Requirement;

Schedule C – Contract Management;

Schedule D – Evaluation of Tender;

Appendix A – Form of Tender;

Appendix B – Freedom of Information;

Appendix C – SUSTAIN Supply Chain Code of Conduct;

Appendix D – CoGC Terms and Conditions;

Appendix E – PECOS Supplier Adoption Form;

Appendix F – Pricing Schedule/Supplier Response Form;

Appendix G- GDPR Assurance Assessment;

Appendix H – Not Used;

Appendix I – CoGC Brand Guidelines;

Appendix J – Not Used;

Appendix K – Response Guidance – Equality, Diversity & Inclusion;

Appendix L – Community Benefits Examples;

Appendix M – Not Used;

Appendix N – KPI Supplier Scorecard;

Appendix O – Not Used;

Appendix P – Not Used;

Appendix W – LXP Sandbox User Names;

Appendix X – LXP Project Plan Expectation;

Appendix Y – LXP Sandbox User Test Plan;

Appendix Z – LXP Specification Matrix;

In the case of an open tender this information will not be required to be uploaded and submitted with the bid, but will instead be requested by the College following the conclusion

of the evaluation of the Qualification, Technical and Commercial Questionnaires and prior to the award of the tender.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the Qualification Questionnaire, will invalidate any bid. In this scenario the College will seek to obtain the relevant information and evidence from the second highest scoring bidder and so on, and upon verification will award the contract to this bidder instead.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is [project_19661]. For more information see:

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19661. For more information see:

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

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

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

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

Community benefits are included in this requirement.

For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided to bidders examples of what they can provide are as follows:

Appendix L – Community Benefits Examples.

(SC Ref:666356)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place

Glasgow

G5 9DA

Email

glasgow@scotcourts.gov.uk

Telephone

+44 1414185248

Country

United Kingdom

Internet address

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