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Tender

## **PS23216 - Legal Services for Innovate UK Loans - RFP**

UK Research & Innovation (UKRI)

F02: Contract notice

Notice identifier: 2023/S 000-023495

Procurement identifier (OCID): ocds-h6vhtk-03eee7

Published 10 August 2023, 10:27pm

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

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

UK Research & Innovation (UKRI)

Polaris House, North Star Avenue

SWINDON

SN21UH

#### **Contact**

Kerry Hart

#### **Email**

[professionalservices@uksbs.co.uk](mailto:professionalservices@uksbs.co.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Companies House**

08390837

**Internet address(es)**

Main address

[www.ukpbs.co.uk](http://www.ukpbs.co.uk)

**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://beisgroup.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://beisgroup.ukp.app.jaggaer.com/>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Research

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

PS23216 - Legal Services for Innovate UK Loans - RFP

Reference number

PS23216

#### II.1.2) Main CPV code

- 79100000 - Legal services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The final date and time for the submission of bids is Tuesday 19th September 2023 at 11:00

DO NOT APPLY DIRECTLY TO BUYER

Introduction

Innovation loans aim to provide flexible and patient capital to support business growth through innovation. These loans are delivered through Innovate UK Loans Ltd (IUKL), a wholly owned subsidiary of UK Research and Innovation. The loans are awarded through open competition and are available to micro, small and medium-sized businesses and can be used to fund the costs of a research & development project. A lending decision is made based on the quality of the project as well as on the suitability of the applicant for a loan. Innovation loans align with the mission of Innovate UK to broaden the range of innovation finance support available to businesses, so they can access funding at all stages of innovation. The amount of funding available to a business is dependent on the agreed parameters of the innovation loan competition however, in the most recent competitions, loans of between £100,000 and £2,000,000 have been offered to successful applicants

IUKL portfolio is expanding year on year, we currently have over 200 companies on our portfolio. Due to the increase, there is the need to access specialist legal services to meet product demand. Research carried out shows on average within one year, it is estimated

Innovate UK Loans may need to access legal services approximately 20+ times per year. In addition to accessing legal advice surrounding our portfolio, changes in the macro-economic climate have created the need to source legal guidance surrounding complex cases, in particular administration cases

**Aim:**

To procure legal services from a firm of lawyers that have the capacity to deal with complex financial cases due new products and services, portfolio expansion, and increase in administrations.

**Objective:**

To access legal services from a firm who can provide legal advice, in particular advice associated with finance and complex legal services. It is expected that the firm would provide dedicated resource to resolve legal matters in a timely fashion, with particular focus on complex issues such as loan agreements, new products and services and insolvency cases covering multiple jurisdictions with different laws.

**How to Apply**

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link <https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you are already registered on the Jaggaer eSourcing Portal and wish to participate in this procurement, please use the link: <https://beisgroup.ukp.app.jaggaer.com/>.

Once you are logged into the system you will be able to locate the Procurement you wish to leave a bid on by clicking the ITTs Open to All Suppliers and searching for the reference number PS23216 or ITT\_1057

### **II.1.5) Estimated total value**

Value excluding VAT: £500,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79100000 - Legal services

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

NUTS codes

- UK - United Kingdom

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

All submissions will be assessed in accordance with the Public Procurement Regulations that apply to this opportunity.

Responses must be received by the date and time in the tender documentation; responses received outside of the deadline or not sent via the Jaggaer eSourcing portal will not be accepted or considered by the Contracting Authority further for this opportunity. Interested organisations should ensure that they allow a sufficiency of time, prior to the deadline to allow all sections to be completed in full and any attachments to be uploaded.

As a user of the Jaggaer eSourcing Portal you will have access to the Jaggaer messaging service which facilitates all messages sent to you and from you, as well as other messages

and updates in relation to any specific tender event. Please note that any and all information secured outside of the messaging service, shall have no merit or worth and should not be

relied upon by any organisation submitting a tender response.

Please note it is your organisations responsibility to access these messages on a regular basis to ensure you have sight of all relevant information applicable to this opportunity.

The Contracting Authority expressly reserves the right not to award any contract as a result of the procurement process commenced by publication of this notice; and

ii. to make whatever changes it may see fit to the content and structure of the procurement; and under no circumstances as part of your organisations participation in this opportunity,

will the Contracting Authority be liable for any costs incurred by any organisation as a result.

If the Contracting Authority decides to enter into a contract with any successful organisation(s), this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is

accordingly.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

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

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## **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

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

Date

19 September 2023

Local time

10:00am

#### **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

19 September 2023

Local time

11:00am

Place

Electronic



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## **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**

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### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

UK Shared Business Services Ltd

Polaris House

Swindon

SN2 1FL

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone

+44 1793867005

Country

United Kingdom

Internet address

[www.uksbs.co.uk](http://www.uksbs.co.uk)

#### **VI.4.2) Body responsible for mediation procedures**

UK Shared Business Services Ltd

Polaris House

Swindon

SN2 1FL

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Telephone

+44 1793867005

Country

United Kingdom

Internet address

[www.uksbs.co.uk](http://www.uksbs.co.uk)

