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Tender

## **DfE - Antrim and Newtownabbey Borough Council - Digital Transformation Programme**

Antrim and Newtownabbey Borough Council  
Ards and North Down Borough Council  
Armagh City Banbridge and Craigavon Borough Council  
Belfast City Council  
Causeway Coast and Glens Borough Council  
Derry City and Strabane District Council  
Fermanagh and Omagh District Council  
Lisburn and Castlereagh City Council  
Mid and East Antrim Borough Council  
Mid Ulster District Council  
Newry Mourne and Down District Council

F02: Contract notice

Notice identifier: 2021/S 000-023818

Procurement identifier (OCID): ocds-h6vhtk-02e47d

Published 24 September 2021, 1:25pm

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

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

Antrim and Newtownabbey Borough Council

Antrim Civic Centre 50 Stiles Way

Antrim

BT41 2UB

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://antrimandnewtownabbey.gov.uk/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

**I.1) Name and addresses**

Ards and North Down Borough Council

Town Hall, The Castle

Bangor

BT20 4BT

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

<https://etendersni.gov.uk/epps>

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

Armagh City Banbridge and Craigavon Borough Council

Craigavon Civic and Conference Centre PO Box 66 Lakeview Road

Craigavon

BT64 1AL

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

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

Buyer's address

<https://etendersni.gov.uk/epps>

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

Belfast City Council

Belfast City hall

Belfast

BT1 5GS

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.belfastcity.gov.uk/home>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Causeway Coast and Glens Borough Council

Civic Headquarters Cloonavin 66 Portstewart Road

Coleraine

BT52 1EY

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Derry City and Strabane District Council

Council Offices, 98 Strand Road

Derry

BT48 7NN

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.derrystrabane.com/>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Fermanagh and Omagh District Council

The Townhall 2 Townhall Street

Enniskillen

BT74 7BA

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.fermanaghomagh.com/>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Lisburn and Castlereagh City Council

Island Civic Centre Lagan Valley Island The Island

Lisburn

BT27 4RL

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Mid and East Antrim Borough Council

The Braid 1-29 Bridge Street

Ballymena

BT43 5EJ

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

<https://etendersni.gov.uk/epps>

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

Mid Ulster District Council

Dungannon Office Circular Road

Dungannon

BT71 6DT

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://www.midulstercouncil.org/>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Newry Mourne and Down District Council

District Council Offices O'Hagan House Monaghan Row

Newry



BT35 8DJ

**Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.newrymournedown.org/>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

DfE - Antrim and Newtownabbey Borough Council - Digital Transformation Programme

Reference number

ID 3635956

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

Antrim and Newtownabbey Borough Council is seeking to appoint a suitably qualified and experienced Contractor (or Consortium) to work with small and medium sized enterprises (SMEs) across NI – that are deemed to have digital transformation potential and related ambitions across any sector. The Contractor will deliver all components of the Digital Transformation Programme and support participant companies to embark on a ‘digital transformation journey’ geared to the integration of digital technologies into key areas of their business, fundamentally changing how they operate and/or deliver value to customers. The programme will operate across all council areas in NI and is based on a collaboration of all 11 local authorities. The Programme support must have a highly interactive and practical focus blending expertise in innovation/ business strategy and the specialist technical knowledge aligned to the advanced digital technologies deemed most appropriate for each business.

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

Value excluding VAT: £1,602,225

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79400000 - Business and management consultancy and related services
- 79410000 - Business and management consultancy services
- 79411100 - Business development consultancy services
- 80000000 - Education and training services
- 80500000 - Training services
- 80510000 - Specialist training services

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

NUTS codes

- UKN0 - Northern Ireland

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

Antrim and Newtownabbey Borough Council is seeking to appoint a suitably qualified and experienced Contractor (or Consortium) to work with small and medium sized enterprises (SMEs) across NI – that are deemed to have digital transformation potential and related ambitions across any sector. The Contractor will deliver all components of the Digital Transformation Programme and support participant companies to embark on a ‘digital transformation journey’ geared to the integration of digital technologies into key areas of their business, fundamentally changing how they operate and/or deliver value to customers. The programme will operate across all council areas in NI and is based on a collaboration of all 11 local authorities. The Programme support must have a highly interactive and practical focus blending expertise in innovation/ business strategy and the specialist technical knowledge aligned to the advanced digital technologies deemed most appropriate for each business.

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

Quality criterion - Name: AC1 Delivery Against Schedule / Weighting: 4.8

Quality criterion - Name: AC2 Marketing / Weighting: 5.6

Quality criterion - Name: AC3 Proposed Methodology – One-to-Many Events / Weighting: 12

Quality criterion - Name: AC4 Proposed Methodology – Core Participant Support /  
Weighting: 16

Quality criterion - Name: AC5 Account Manager Experience / Weighting: 11.2

Quality criterion - Name: AC6 Proposed Delivery Team Experience / Weighting: 11.2

Quality criterion - Name: AC7 Proposed Technical Expertise / Weighting: 11.2

Quality criterion - Name: AC8 Contract and Account Management / Weighting: 8

Cost criterion - Name: AC9 Total Contract Price / Weighting: 20

#### **II.2.6) Estimated value**

Value excluding VAT: £1,602,225

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

Duration in months

17

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: Yes

Description of options

After the initial contract period, there is one option to extend by one year until 31 March 2024.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

European Regional Development Fund - part funded by the EU Investment for Growth and Jobs Programme 2014-2020 (ERDF EUIGJ)

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## **Section III. Legal, economic, financial and technical information**

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The Client will monitor the Contractor's performance as detailed in the Specification... Schedule and in the Commercial Conditions of Contract Schedule 3 Contract Management/Monitoring Schedule.

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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

28 October 2021

Local time

3:00pm

#### **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**

Tender must be valid until: 26 January 2022

#### **IV.2.7) Conditions for opening of tenders**

Date

28 October 2021

Local time

3:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored in line with PGN 01/12. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate.

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.

