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Tender

## **Procurement Support Service**

North West Leicestershire District Council  
South Derbyshire District Council  
North West Leicestershire District Council

F02: Contract notice

Notice identifier: 2024/S 000-023972

Procurement identifier (OCID): ocds-h6vhtk-04865f

Published 31 July 2024, 2:47pm

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

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

North West Leicestershire District Council

Whitwick Business Centre, Stenson Road

Coalville

LE67 4JP

#### **Contact**

Mr Alex Branson

#### **Email**

[alex.branson@nwleicestershire.gov.uk](mailto:alex.branson@nwleicestershire.gov.uk)

#### **Telephone**

+44 1530454673

**Country**

United Kingdom

**Region code**

UKF - East Midlands (England)

**Internet address(es)**

Main address

<http://www.nwleics.gov.uk/procurement>

Buyer's address

<http://www.nwleics.gov.uk/procurement>

**I.1) Name and addresses**

South Derbyshire District Council

Civic Offices, Civic Way

Swadlincote

DE11 0AH

**Contact**

Kathy Mardon

**Email**

[Kathy.Mardon@southderbyshire.gov.uk](mailto:Kathy.Mardon@southderbyshire.gov.uk)

**Country**

United Kingdom

**Region code**

UKF13 - South and West Derbyshire

**Internet address(es)**

Main address

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

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

North West Leicestershire District Council

Whitwick Business Centre, Whitwick Business Park, Stenson Road

Coalville, Leicestershire

LE67 4JP

#### **Contact**

Alex Branson

#### **Email**

[alex.branson@nwleicestershire.gov.uk](mailto:alex.branson@nwleicestershire.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKF2 - Leicestershire, Rutland and Northamptonshire

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

Main address

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

### **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://procontract.due-north.com/Advert/Index?advertId=8c5bdd66-3e4f-ef11-812d-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=8c5bdd66-3e4f-ef11-812d-005056b64545>

#### **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**

Procurement Support Service

Reference number

DN735832

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

- 75000000 - Administration, defence and social security services

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

Services

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

The Authorities require an end-to-end procurement support service for all procurement and contracting activities to ensure compliance with UK regulations, and the individual contract procedure rules for each Authority.

The Supplier will provide expert pre procurement, market assessment, commercial strategy, tendering advice and support by combining the strength of their public sector procurement expertise, and local authority contracted services knowledge, to help achieve our goals for integration, collaboration and efficiencies, whilst navigating the required regulatory frameworks.

The Supplier will provide a “turn-key” service for planned and ad-hoc procurement activities, providing access to expert procurement and commercial knowledge, strategies and support, with provision of an e-procurement/e-tendering portal for PCR2015, The Procurement Act 2023 and future legislation compliant tendering.

The aim is to establish robust standardised procurement processes and procedures, with standardised documentation, whilst adding resource capacity and resilience to each authority, thereby enhancing the overall procurement framework within the organisations.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

### **II.2.1) Title**

South Derbyshire District Council Procurement Support Service

Lot No

1

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

- 75000000 - Administration, defence and social security services
- 79400000 - Business and management consultancy and related services
- 79900000 - Miscellaneous business and business-related services

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

NUTS codes

- UKF - East Midlands (England)

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

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The aim is to establish robust standardised procurement processes and procedures, with

standardised documentation, whilst adding resource capacity and resilience to each authority, thereby enhancing the overall procurement framework within the organisations.

### **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**

Start date

1 October 2024

End date

30 September 2027

This contract is subject to renewal

Yes

Description of renewals

There is the option to extend for 2 x 12 month periods

### **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

## **II.2) Description**

### **II.2.1) Title**

North West Leicestershire District Council Procurement Support Service

Lot No

2

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

- 75000000 - Administration, defence and social security services
- 79400000 - Business and management consultancy and related services
- 79900000 - Miscellaneous business and business-related services

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

NUTS codes

- UKF - East Midlands (England)

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

The Authorities require an end-to-end procurement support service for all procurement and contracting activities to ensure compliance with UK regulations, and the individual contract procedure rules for each Authority.

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Options: No

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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

30 August 2024

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

30 August 2024

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

South Derbyshire District Council

Civic Offices, Civic Way

Swadlincote

DE11 0AH

Country

United Kingdom