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Tender

## **The Commonwealth Entrepreneurship Fellowship (CEF)**

ASSOCIATION OF COMMONWEALTH UNIVERSITIES

F02: Contract notice

Notice identifier: 2024/S 000-025567

Procurement identifier (OCID): ocds-h6vhtk-048a3f

Published 13 August 2024, 11:32am

The closing date and time has been changed to:

**16 September 2024, 10:00am**

See the [change notice](#).

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

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

ASSOCIATION OF COMMONWEALTH UNIVERSITIES

Woburn House

LONDON

WC1H9HF

#### **Contact**

Susie Burpee

#### **Email**

[susie.burpee@acu.ac.uk](mailto:susie.burpee@acu.ac.uk)

**Telephone**

+44 2073806757

**Country**

United Kingdom

**Region code**

UKI31 - Camden and City of London

**Charity Commission (England and Wales)**

314137

**Internet address(es)**

Main address

<https://www.acu.ac.uk/>

Buyer's address

<https://cscuk.fcdo.gov.uk/>

**I.3) Communication**

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

<https://www.contractsfinder.service.gov.uk/Notice/26bee734-eac0-4aa9-84f6-902eec8a667b>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://fs29.formsite.com/m3nCYq/xcuss4ktgh/login>

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

Other type

Arms Length Body (ALB)

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

The Commonwealth Entrepreneurship Fellowship (CEF)

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

- 800000000 - Education and training services

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

Services

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

The Commonwealth Entrepreneurship Fellowship (CEF)

The Commonwealth Scholarship Commission (CSC) is seeking to find a Delivery Partner to develop and administer the Commonwealth Entrepreneurship Fellowship (CEF), a new programme designed to generate jobs and economic growth in the Commonwealth. The programme will run in financial years 2024/25 and 2025/26 and will serve as a pilot scheme for a future mainstreamed CSC programme. A total of £300,000 (inclusive of all taxes) is available for the Delivery Partner per year, coming to a total of £600,000 (inclusive of all taxes) for the pilot period.

Partners must be either a publicly funded organisation (including public bodies, universities, research institutions, local government departments and NHS Trusts) or a Charity (registered with the Charities Commission) and be based in the UK to be eligible to apply.

The invitation to tender will be issued in August 2024, with the start date for the first cohort to be no later March 2025. Subsequent iterations will also ideally follow this timeline. Any questions should be directed to the CSC Policy Team at: [susie.burpee@cscuk.org.uk](mailto:susie.burpee@cscuk.org.uk)

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

Value excluding VAT: £600,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

The programme should include a combination of in-person and remote contact time. The in-person portion of the programme will be delivered in a low-middle income Commonwealth country.

Due to the restrictions of our funding, funding can only be given to UK based organisations. We welcome however joint bids with partners based in a low-middle income Commonwealth setting.

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

The Commonwealth Scholarship Commission (CSC) is seeking one Delivery Partner to develop and administer two cycles of the Commonwealth Entrepreneurship Fellowship (CEF) over two financial years. Payment will be issued in instalments over the two years.

A full outline of the scope of the project and its requirements can be found in the procurement documentation linked above.

### **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

24

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: Yes

**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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

##### **Partner Eligibility**

The CSC is looking to recruit one delivery partner to deliver the programme over the two-year pilot period.

To be eligible to apply the Delivery Partner(s) must:

- be either a publicly funded organisation (including public bodies, universities, research institutions, local government departments and NHS Trusts) or a Charity (registered with the Charities Commission)
- Be able to demonstrate they have cash funds of at least £30,000 available and that the previous year's income was greater than £50,000.
- Be based in the UK

The CSC welcomes consortium bids with in-country partners, but due to the restrictions of our funding, lead partners must be UK based and meet the above criteria to be eligible to apply.

#### **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

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

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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**

Originally published as:

Date

9 September 2024

Local time

10:00am

Changed to:

Date

16 September 2024

Local time

10:00am

See the [change notice](#).

#### **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: 24 (from the date stated for receipt of tender)

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

Date

10 September 2024

Local time

10:00am

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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**

The Commonwealth Scholarship Commission

Woburn House, 20-24 Tavistock Square

London

WC1H 9HQ

Country

United Kingdom