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Tender

BeReady Business Development Framework 2023-2027

East Ayrshire Council

F02: Contract notice

Notice identifier: 2022/S 000-025745

Procurement identifier (OCID): ocds-h6vhtk-036846

Published 14 September 2022, 10:01am

Section I: Contracting authority

I.1) Name and addresses

East Ayrshire Council

Corporate Procurement Team, London Road HQ

Kilmarnock

KA3 7BU

Contact

Zoe Wilson

Email

zoe.wilson@east-ayrshire.gov.uk

Country

United Kingdom

NUTS code

UKM93 - East Ayrshire and North Ayrshire mainland

Internet address(es)

Main address

<http://www.east-ayrshire.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00223

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/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

BeReady Business Development Framework 2023-2027

Reference number

PS/22/141

II.1.2) Main CPV code

- 79411100 - Business development consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

A framework of providers to support the BeReady Business development needs in East Ayrshire.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots
9

II.2) Description

II.2.1) Title

beProcurement Ready

Lot No

2

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 2: beProcurementReady

To provide support to businesses at all stages in the procurement process. The programme will review current position and should identify the gaps in knowledge, experience and practice. Focus is likely to be on company experience, policy documents, personnel and infrastructure but may also focus on support for tender writing/review of previous tenders

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beFiannce Ready

Lot No

1

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services
- 79412000 - Financial management consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand.

Lot 1 - beFinance Ready.

To provide support including assistance to review existing financial control processes/systems and identify areas for improvement. The business will be provided with an implementation strategy which will contribute to the improvement in the financial controls of the business.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beManagement Ready

Lot No

3

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 3: beManagementReady

To provide support to business owners/managers and their teams to be more effective in the workplace through improved management and/or team working. Support provided will focus on, but not be limited to, understanding personalities & differences (using behavioural assessment tools), Teams & Teamworking, Communication, Resolving Conflict, & Leadership. Delivery may be 1:1 or group based dependent on the needs of the business.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beSales&Marketing Ready

Lot No

4

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 4: beSales&MarketingReady

To provide appraisals of current marketing activity, branding, identifying target markets, marketing planning, recommendations for future marketing initiatives. The business should work towards developing a marketing plan and will obtain a firm knowledge of how this can be implemented.

To provide practical sales development, including reviewing existing sales practices and

coaching the individual or teams in selling skills, which could include telephone sales and face-to-face selling. The business will develop a sales development plan along with an understanding of how it can be applied.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beDigital Ready

Lot No

5

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 5: beDigitalReady

To provide support to business owners/managers who will benefit from improvements to the digital development strategy of their business.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

bePeople Ready

Lot No

6

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 6: bePeopleReady

To provide support to business owners/managers who will benefit from improvements to the Human Resources function in the business. The programme will review the existing HR management practices and identify areas for improvement. The programme will assist the business with improving its practice, ensuring legal compliance, in issues related to people

such as compensation, hiring, performance management, safety, wellness, benefits and training.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beEnergy Ready

Lot No

7

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 7: beEnergyReady

To provide support to business owners/managers to create a Net Zero Plan. Carbon reduction is a key business objective and this intervention will support businesses to set realistic and achievable targets to reach Net Zero through various initiatives (eg. facility, waste, energy, process etc.). At the end of the programme, an action plan will be prepared for the business detailing all recommendations and the suggested implementation processes. This will lead to the formation of an individual business's Net Zero Plan.

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beExport Ready

Lot No

8

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 8: beExportReady

To provide practical support to business owners/managers across sectors including food and drink, energy, renewables, electronics, healthcare, construction and textiles to review and create necessary export documentation and to research and stimulate supply chain requirements

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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

beInnovation Ready

Lot No

9

II.2.2) Additional CPV code(s)

- 79411100 - Business development consultancy services

II.2.3) Place of performance

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

II.2.4) Description of the procurement

Provision of Business Consultancy services within East Ayrshire under the beReady brand

LOT 9: beInnovationReady

Assist businesses to solve issues and adopt processes that contribute to the development of new ideas and solutions. It could include advice and guidance on working on how to generate ideas, prototyping and developing solutions with real impact

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year extensions

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.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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 18

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

25 October 2022

Local time

12:00pm

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

25 October 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: In 2, 3 or 4 years subject to extensions invoked.

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22378. For more information see:

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

(SC Ref:706646)

VI.4) Procedures for review

VI.4.1) Review body

Kilmarnock Sheriff Court

St Marnock Street

Kilmarnock

Country

United Kingdom