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Contract

## **Shared Prosperity Fund – Business Support**

Devon County Council

F03: Contract award notice

Notice identifier: 2023/S 000-026435

Procurement identifier (OCID): ocds-h6vhtk-03d3ef

Published 7 September 2023, 10:44am

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

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

Devon County Council

County Hall, Topsham Road

Exeter

EX2 4QD

#### **Contact**

Miss Chloe Staddon

#### **Email**

[chloe.staddon@devon.gov.uk](mailto:chloe.staddon@devon.gov.uk)

#### **Telephone**

+44 1392383000

#### **Country**

United Kingdom

**Region code**

UKK4 - Devon

**Internet address(es)**

Main address

<http://www.devon.gov.uk>

Buyer's address

<http://www.devon.gov.uk>

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

Regional or local authority

**I.5) Main activity**

General public services

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**Section II: Object**

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

**II.1.1) Title**

Shared Prosperity Fund – Business Support

Reference number

DN659368

**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**

Devon County Council (DCC) is running a business support programme funded by UK Shared Prosperity Fund (SPF) until March 2025. This will offer a range of support to businesses and start ups in Mid Devon, East Devon, and Exeter. Support will be delivered through a mixture of in-person and online support, on either a 1-2-1 or workshop basis. Support is to be split into four Lots:

Lot 1: General business support

Lot 2: Green business support

Lot 3: Start up support

Lot 4: Job creation and safeguarding support

These lots will support DCC and it's local authority partners to meet the aims of SPF and achieve specific SPF outputs and outcomes.

Any bidders that exceed the amounts stated within the tender documents will not be taken forward to further evaluation and will be rejected for the lot (s) in which the requirement was not met, unless all bids do not meet these requirements.

Bids must also confirm a commitment to provide at least the minimum quantity of outputs and outcomes outlined in column B of the pricing schedule document in respect of each description for each lot. Any Bid that does not meet these minimum requirements will not be taken forward to further evaluation and will be rejected for the lot (s) in which the requirement was not met, unless all bids do not meet these requirements.

If all bids fail to provide these commitments, all bids except those who do not allow for each district to obtain the correct share of outputs and outcomes they require for the overall budget they have allocated individually, will be evaluated.

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

This contract is divided into lots: Yes

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £398,254.90

### **II.2) Description**

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

General business support delivery

Lot No

1

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 - Education and training services

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

NUTS codes

- UKK43 - Devon CC

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

This is to include the delivery of a broad business diagnostic sessions on a 1-2-1 basis, as well as subject-specific sessions on either a 1-2-1 or workshop basis, follow-up support, networking events and peer support activities to explore topics including;

- Business and Person-centred diagnostics;
- Business planning;
- Access to finance & budget management;
- Access to new markets;
- Human Resources, staff and apprenticeships;
- Innovation;
- Digital capability;
- Bidding for work and procurement advice;
- Marketing.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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**

Green business support

Lot No

2

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 - Education and training services

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

NUTS codes

- UKK43 - Devon CC

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

This is to include the delivery of a broad business diagnostic sessions on a 1-2-1 basis, as well as subject-specific sessions on either a 1-2-1 or workshop basis, follow-up support, networking events and peer support activities to explore topics including;

- Carbon reduction and net zero agenda;
- Energy and resource efficiency;
- Carbon foot printing (impact vs sequestration);
- Waste management;

- Renewable energy (wind, hydro, solar);
- Clean and inclusive growth;
- On-site/off-grid energy generation.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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**

Start up support

Lot No

3

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 - Education and training services

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

NUTS codes

- UKK43 - Devon CC

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

This is to include the delivery of a broad business diagnostic sessions on a 1-2-1 basis, as

well as subject-specific sessions on either a 1-2-1 or workshop basis, follow-up support, networking events and peer support activities to explore topics including;

- Business planning;
- Building confidence;
- Market research;
- How to identify resources;
- How to avoid common mistakes;
- Legal structure;
- Registering as a Sole Trader, or on Companies House;
- How to manage, organise, run, market, finance and grow a new business.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **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**

Job creation and safeguarding support

Lot No

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 - Education and training services

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

NUTS codes

- UKK43 - Devon CC

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

This is to include the delivery of a broad business diagnostic sessions on a 1-2-1 basis, as well as subject-specific sessions on either a 1-2-1 or workshop basis, follow-up support, networking events and peer support activities to explore topics including;

- Employment legislation and requirements, including pensions, insurance, and registering as an employer with HMRC;
- Self-employment;
- Inclusive employment;
- Setting wages;
- Recruiting and hiring;
- Alternatives to redundancy.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-015966](#)

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## **Section V. Award of contract**

### **Lot No**

1

### **Title**

General business support delivery

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

4 September 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 5

The contract has been awarded to a group of economic operators: Yes

**V.2.3) Name and address of the contractor**

West Devon Business Information Point Limited (BIP)

Burton

DE13 8FN

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Project Cosmic

Honiton

EX14 1SF

Country

United Kingdom

NUTS code

- UKK4 - Devon

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £83,099.90

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## **Section V. Award of contract**

### **Lot No**

2

### **Title**

Green business support

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

4 September 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 5

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

West Devon Business Information Point Limited (BIP)

Burton

DE13 8FN

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

#### **V.2.3) Name and address of the contractor**

Project Cosmic

Honiton

EX14 1SF

Country

United Kingdom

NUTS code

- UKK4 - Devon

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £118,900

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### **Section V. Award of contract**

#### **Lot No**

3

#### **Title**

Start up support

A contract/lot is awarded: Yes

#### **V.2) Award of contract**

##### **V.2.1) Date of conclusion of the contract**

4 September 2023

##### **V.2.2) Information about tenders**

Number of tenders received: 8

The contract has been awarded to a group of economic operators: Yes

**V.2.3) Name and address of the contractor**

West Devon Business Information Point Limited (BIP)

Burton

DE13 8FN

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Project Cosmic

Honiton

EX14 1SF

Country

United Kingdom

NUTS code

- UKK4 - Devon

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £64,830

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## **Section V. Award of contract**

### **Lot No**

4

### **Title**

Job creation and safeguarding support

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

4 September 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 2

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

West Devon Business Information Point Limited (BIP)

Burton

DE13 8FN

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

### **V.2.3) Name and address of the contractor**

Project Cosmic

Honiton

EX14 1SF

Country

United Kingdom

NUTS code

- UKK4 - Devon

The contractor is an SME

Yes

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £131,425

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## **Section VI. Complementary information**

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

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

The High Court of Justice

The Royal Court of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom