

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/027724-2021>

Contract

Grant Administration Services Framework

Scottish Enterprise
Scottish Government
Highlands and Islands Enterprise
VisitScotland
Creative Scotland
Museums Galleries Scotland

F03: Contract award notice
Notice identifier: 2021/S 000-027724
Procurement identifier (OCID): ocds-h6vhtk-02bc44
Published 4 November 2021, 3:45pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Enterprise

Atrium Court, 50 Waterloo Street

Glasgow

G2 6HQ

Contact

Gordon Hutton

Email

gordon.hutton@scotent.co.uk

Telephone

+44 1414686024

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.scottish-enterprise.com/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00398

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

gordon.hutton@scotent.co.uk

Telephone

+44 1412420133

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

I.1) Name and addresses

Highlands and Islands Enterprise

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

Email

hi procurement@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.hie.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313

I.1) Name and addresses

VisitScotland

Ocean Point One, 94 Ocean Drive

Edinburgh

EH6 6JH

Email

procurementsupport@visitscotland.com

Telephone

+44 1314722222

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.visitscotland.org>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00118

I.1) Name and addresses

Creative Scotland

The Lighthouse, Mitchell Lane

Glasgow

G1 3NU

Email

kelly.sweeney@creativescotland.com

Telephone

+44 3303332000

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.creativescotland.com>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA15282

I.1) Name and addresses

Museums Galleries Scotland

Waverley Gate, 2-4 Waterloo Place

Edinburgh

EH1 3EG

Email

admin@museumsgalleriesscotland.org.uk

Telephone

+44 1315504100

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.museumsgalleriesscotland.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23723

I.2) Information about joint procurement

The contract involves joint procurement

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Grant Administration Services Framework

Reference number

P21-0117

II.1.2) Main CPV code

- 79400000 - Business and management consultancy and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this ITT was to appoint between 1-3 suppliers to a Framework to deliver grant administration services as detailed in the Specification at Section 3 (the “Services”) to the following commissioning agencies: (1) The Scottish Ministers (“Scottish Government”); (2) Scottish Enterprise (“SE”); (3) Highlands and Islands Enterprise (“HIE”); (4) Visit Scotland; (5) Creative Scotland and (6) Museums Galleries Scotland their respective subsidiaries and associated companies and undertakings (each a “Commissioning Agency” and together the “Commissioning Agencies”)

The Services can be split into three separate elements the detail of which is set out in the Specification at Section 3 of this ITT:

- (1) Grant Application Administration;
- (2) Grant Application Appraisal; and
- (3) Grant Payment Administration,

Following the unprecedented global circumstances of 2020 impacting thousands of business and millions of private citizens, the Agencies letting this contract identified a requirement to deploy high volume grant schemes wherein the scale, speed of deployment, technical and/or human resource capacity at which they normally operate will be significantly exceeded. The services covered by the Framework will only be commissioned when this capacity is exceeded and it is uneconomical to invest in

temporary or permanent resources to meet such peaks of demand. Each commission will be subject to budgetary and operational approval at the appropriate levels within the relevant Commissioning Agency.

II.1.6) Information about lots

This contract is divided into lots: No

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

Value excluding VAT: £25,000,000

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The purpose of this ITT was to appoint between 1-3 suppliers to a Framework to deliver grant administration services as detailed in the Specification at Section 3 (the “Services”) to the following commissioning agencies: (1) The Scottish Ministers (“Scottish Government”); (2) Scottish Enterprise (“SE”); (3) Highlands and Islands Enterprise (“HIE”); (4) Visit Scotland; (5) Creative Scotland and (6) Museums Galleries Scotland their respective subsidiaries and associated companies and undertakings (each a “Commissioning Agency” and together the “Commissioning Agencies”)

The Services can be split into three separate elements the detail of which is set out in the Specification at Section 3 of this ITT:

- (1) Grant Application Administration;
- (2) Grant Application Appraisal; and
- (3) Grant Payment Administration,

Following the unprecedented global circumstances of 2020 impacting thousands of business and millions of private citizens, the Agencies letting this contract identified a requirement to deploy high volume grant schemes wherein the scale, speed of deployment, technical and/or human resource capacity at which they normally operate will be significantly exceeded. The services covered by the Framework will only be commissioned when this capacity is exceeded and it is uneconomical to invest in

temporary or permanent resources to meet such peaks of demand. Each commission will be subject to budgetary and operational approval at the appropriate levels within the relevant Commissioning Agency.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 65

Price - Weighting: 35

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 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

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: [2021/S 000-013521](#)

Section V. Award of contract

Contract No

P21-0117

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

29 October 2021

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

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

V.2.3) Name and address of the contractor

NEC Software Solutions

Suite 101, 1st Floor, iMex Centre,, 575-599 Maxted Road

Hemel Hempstead

HP2 7DX

Telephone

+44 1442768445

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

V.2.3) Name and address of the contractor

PricewaterhouseCoopers

1 Embankment Place

London

WC2N 6RH

Telephone

+44 2890415797

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

No

V.2.3) Name and address of the contractor

UMi Scotland Ltd

Atrium Business Centre, North Caldeen Road

Coatbridge

ML5 4EF

Telephone

+44 1917160945

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

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

Total value of the contract/lot: £25,000,000

Section VI. Complementary information

VI.3) Additional information

(SC Ref:672185)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

Sheriff Clerk's Office, PO Box 23, 1 Carlton Place,

Glasgow

G5 9DA

Telephone

+44 1414298888

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/glasgow-sheriff-court-and-justice-of-the-peace-court>

VI.4.2) Body responsible for mediation procedures

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In the first instance, contact the Senior Director of Facilities Management and Procurement at Scottish Enterprise, with any concerns or enquiries. Email:

<https://www.scottish-enterprise.com/help/contact-us>.

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015, may bring proceedings that will be started in the High Court.

VI.4.4) Service from which information about the review procedure may be obtained

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

SPOEprocurement@scotland.gsi.gov.uk

Telephone

+44 1412425466

Country

United Kingdom

Internet address

<http://www.gov.scot/Topics/Government/Procurement/Selling/supplier-enquiries>