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Tender

## **Business Support for the Third Sector**

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-028052

Procurement identifier (OCID): ocds-h6vhtk-034098

Published 6 October 2022, 11:31am

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Email**

[Ross.Cameron@gov.scot](mailto:Ross.Cameron@gov.scot)

#### **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](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>

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/web/login.html>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>

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

Ministry or any other national or federal 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**

Business Support for the Third Sector

Reference number

Case 582940

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

- 79411100 - Business development consultancy services

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

Services

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

The Scottish Government is seeking a service provider to work with them to market and deliver start-up, business support, and leadership development services to the enterprising third sector in Scotland.

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

Value excluding VAT: £4,720,000

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

This contract is divided into lots: No

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

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

- 66171000 - Financial consultancy services
- 79632000 - Personnel-training services
- 79900000 - Miscellaneous business and business-related services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government has a requirement to place a contract with an external service provider for the provision of tailored Business Support to the Third Sector. The Scottish Government is seeking a supplier to work with them to market and deliver start-up, business support, and leadership development services to the enterprising third sector in Scotland.

The Service Provider must deliver the following components to service recipients through the contract:

- Start-up support which considers a range of potential business models, and makes effective referrals if social enterprise models are not the most appropriate based on sound legal understanding of each business model.
- Support for organisations post start-up moving to trading and becoming established enterprises
- Business skills and competencies, for example, strategy and business planning and income generation
- Planning for growth and achieving financial sustainability
- Leadership training, coaching and development
- Business recovery and resilience, with early intervention where possible
- Pre-investment support, financial planning and an independent brokerage service to assist the enterprising third sector to access the most appropriate social investment products across a spectrum of levels of investment
- Procurement and technical tendering support to both individuals and consortia (tender training and development, bid writing, bid review) with effective signposting to existing resources like the Supplier Development Programme
- Support for marketing/communications and digital/online services and ecommerce with effective signposting to existing resources such as Digital Boost
- Sector-specific support for just transition to Net Zero

- Raising awareness of the service across equality and diversity groups and capacity building and pipeline support for ethnic minority and disabled social entrepreneurs, working with specialist partners where necessary, and in a way that is mainstreamed across all service areas.
- Support for the sector to enhance its impact reporting of and approach to equality and diversity including effective equality data collection and monitoring
- Social impact measurement advice with a focus on smaller organisations, providing one to one support for the enterprising third sector to improve their impact measurement practice based on available tools and methods, ensuring a balanced approach to demonstrating value
- International awareness raising and capacity building to identify and unlock the potential of the enterprising third sector to trade internationally prior to referral to Scottish Development International. This must interface with the work of the International Social Enterprise Observatory which acts as a hub for knowledge and best practice for social enterprise and seeks to make international connections. It must also cross-refer to Challenges who are funded by the Scottish Government to set up a pipeline of support for organisations looking to internationalise their social enterprise
- The new service provider will resource and initiate a series of knowledge exchanges in partnership with social enterprise delivery partners and mainstream business support agencies as part of its stakeholder relations, service promotion, horizon scanning and staff development

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **II.2.6) Estimated value**

Value excluding VAT: £4,720,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

24 February 2023

End date

31 March 2026

This contract is subject to renewal

Yes

Description of renewals

The Purchaser may, by giving notice to the Service Provider, extend the period of the Contract to a date falling no later than 31 March 2027

#### **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

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Bidders must demonstrate a Current Ratio of no less than 1

Current Ratio will be calculated as follows:

Total current assets divided by Total current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

Minimum level(s) of standards possibly required

Public Liability (In the sum not less) 1 Million GBP

Professional Indemnity (in the sum not less) 1 Million GBP

Employers Liability (In the sum not less) 1 Million GBP

Such insurance must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of the Contract.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Technical and Professional Ability - 4C.1.2 Experience and Examples- Tenderers must provide an overview and 1 examples which

demonstrate their experience in providing similar services.

4C.4 Supply Chain Management and Prompt Payment of subcontractors- Tenderers must provide a statement of the relevant supply chain management and/or tracking systems as detailed within the Single Procurement Document, of the Invitation to Tender document.

## **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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-014834](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

14 November 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: 6 (from the date stated for receipt of tender)

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

Date

14 November 2022

Local time

12:30pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

Technical Assessment - Full details of the technical criteria detailed within Invitation to Tender.

Please note there are minimum requirements concerning Cyber Security for this contract. Tenderers will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool. A link to CSPST can be found here:

<https://cyberassessment.gov.scot/>

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the Contracting Authority's assessment of cyber risk.

Further details will be set out in the procurement documents. A contract condition for this procurement requires the Tenderer to comply with the minimum security requirements.

Tenderers must also confirm,

- they will pay staff that are involved in the delivery of the contract, at least the real Living Wage
- they will meet standards on payment of subcontractors

The estimated contract value includes the option for a potential 12 month extension.

The contract start date allows for a mobilisation period of 3 months (24 Feb - 23 May 23) where fully service delivery is required by 24 May 23.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22495. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

The service provider must set out what community benefits can be identified in the delivery of the contract. For example:

- Number of jobs that will be created to deliver the contract and number of jobs filled by those in a Priority Group;
- Number of Apprenticeships to be created to deliver the contract and number of Apprenticeships filled by Priority Groups;
- Number of work placements for school pupils, college and university students and number of work placements for Priority Groups and;
- Number of qualifications achieved through training by Priority Groups and number of qualifications achieved through training by other employees.

(SC Ref:708552)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH11LB

Country

United Kingdom