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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

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.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.publictenderscotland.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.publictenderscotland.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.publictenderscotland.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

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

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

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

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