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Contract

## **Financial administration and management of Scottish Government heat and energy efficiency grant and loan schemes**

Scottish Government

F03: Contract award notice

Notice identifier: 2023/S 000-028948

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

Published 2 October 2023, 12:19pm

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Contact**

Gary Crombie

#### **Email**

[Gary.crombie@gov.scot](mailto:Gary.crombie@gov.scot)

#### **Telephone**

+44 7392287522

**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.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**

Financial administration and management of Scottish Government heat and energy efficiency grant and loan schemes

Reference number

Case Ref 593743

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

- 71314300 - Energy-efficiency consultancy services

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

Services

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

The Scottish Government is seeking a service provider to undertake the financial administration and management of a number of its heat and energy efficiency loan and grant schemes

#### **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: £61,500,000

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

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

- 66172000 - Financial transaction processing and clearing-house services
- 66190000 - Loan brokerage services
- 79940000 - Collection agency services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government is seeking a suitably qualified and experienced Service Provider to undertake the financial administration and management of a number of the Purchaser's loan and grant schemes, as described herein.

The required services include the processing of, and decision-making on, applications for those loan and grant schemes that are open during the course of the contract. It also includes the associated administration of loan and grant payments and repayments, including the repayment of outstanding loans from loan schemes which are either closed at contract start date or which close to new applications during the course of the contract.

The Contract has a maximum value of 61.5 million GBP if all extension options are taken up. It should be noted, however, that contract value is a function of demand, and that total demand cannot be accurately forecast

The purchaser is unable to provide any guarantee relating to application volumes but expects application volumes in year 1 of the contract across all live schemes to potentially range between 10,000 – 15,000, whilst applications in a potential year 5 of the contract have the potential to exceed 25,000.

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

Quality criterion - Name: Service Delivery / Weighting: 35

Quality criterion - Name: Management Staffing and Resourcing / Weighting: 10

Quality criterion - Name: Service Management / Weighting: 30

Quality criterion - Name: Climate Change / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Quality criterion - Name: Fairwork First / Weighting: 5

Quality criterion - Name: Business Continuity and Disaster Recovery / Weighting: 5

Quality criterion - Name: Cyber Security / Weighting: 5

Price - Weighting: 30

### **II.2.11) Information about options**

Options: Yes

Description of options

This contract can be extended for a further 24 months optional extensions to be taken up at Scottish Ministers discretion

### **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.2.14) Additional information**

Cyber Security will be scored on a 0-4 basis Tenderers must score a minimum moderated average of 2 to be taken forward to price quality ratio.

Tenderers must be Financial Authority Conduct registered at the time of contract award

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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 000-012254](#)

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

### **Contract No**

593743

A contract/lot is awarded: Yes

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

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

7 August 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 0

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

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

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

Energy Saving Trust

Ocean Point 1, 94 Ocean Drive

Edinburgh

EH6 6JH

Telephone

+44 1315557909

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £61,500,000

Total value of the contract/lot: £61,500,000

**V.2.5) Information about subcontracting**

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Proportion: 50 %

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## Section VI. Complementary information

### VI.3) Additional information

SPD will be scored on a pass/fail basis.

The contract award criteria will be Price 30%/Quality 70 %.

Question Scoring Methodology for Award Criteria outlined in invitation to tender:

0 — Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 — Poor. Response is partially relevant but generally poor. The response addresses some elements of the

requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be

fulfilled.

2 — Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the

requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 — Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good

understanding and provides details on how the requirements will be fulfilled.

4 — Excellent. Response is completely relevant and excellent overall.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria

for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must

complete and reattach the SPD Supplier Response Form attached to SPD

questions 2C.1.1 (Technicians) and 2D.1.2 (Subcontractors) on PCS-T. These parties must complete the first three sections of the SPD

form, as well as any part of the section 4 selection criteria that the main bidder will rely upon the parties to fulfil. If parties have not yet

been identified, this information may be required at a later

date. Scottish Government reserves the right to request this information from relevant parties upon whom the

main bidder will not rely to fulfil selection criteria.

4C.10 Bidders will be required to confirm whether they intend to sub-contract and if so, for what proportion of the

contract.

(SC Ref:741413)

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

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

Sherrif House

27 Chamber Street

Edinburgh

Country

United Kingdom