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Tender

## **Tender for the Supply of Gateway Services**

Dundee City Council  
Angus Council  
Perth & Kinross Council

F02: Contract notice

Notice identifier: 2022/S 000-029643

Procurement identifier (OCID): ocds-h6vhtk-037788

Published 20 October 2022, 4:03pm

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

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

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

#### **Contact**

Jennifer Heighton

#### **Email**

[jennifer.heighton@dundeecity.gov.uk](mailto:jennifer.heighton@dundeecity.gov.uk)

#### **Telephone**

+44 1382434000

**Fax**

+44 1382433045

**Country**

United Kingdom

**NUTS code**

UKM7 - Eastern Scotland

**Internet address(es)**

Main address

[www.dundee.gov.uk](http://www.dundee.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00220](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220)

**I.1) Name and addresses**

Angus Council

Angus House, Orchardbank Business Park

Forfar

DD8 1AN

**Email**

[procurement@angus.gov.uk](mailto:procurement@angus.gov.uk)

**Telephone**

+44 3452777778

**Country**

United Kingdom

**NUTS code**

UKM71 - Angus and Dundee City

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00236](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00236)

**I.1) Name and addresses**

Perth & Kinross Council

2 High Street

Perth

PH1 5PH

**Email**

[contracts@pkc.gov.uk](mailto:contracts@pkc.gov.uk)

**Telephone**

+44 1738475000

**Country**

United Kingdom

**NUTS code**

UKM77 - Perth & Kinross and Stirling

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00372](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00372)

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

The contract involves joint procurement

## **I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.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**

Tender for the Supply of Gateway Services

Reference number

PROC/FIN/07/22

### **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**

Support and assistance to local businesses in the Local Authority areas of Dundee, Angus and Perth & Kinross. This service will include business advice to individuals considering starting their own business, new business start-ups, and support to help businesses with growth potential.

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

Value excluding VAT: £7,227,500

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

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

Business Gateway Services

Lot No

1

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

- 79400000 - Business and management consultancy and related services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee City Council, Angus Council, Perth & Kinross Council

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

Support and assistance to local businesses in the Local Authority areas of Dundee, Angus and Perth & Kinross. The service will include business advice to individuals considering starting their own business, new business start-ups, and support to help businesses with growth potential.

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

Quality criterion - Name: Understanding the Brief / Weighting: 30

Quality criterion - Name: Ability to Deliver / Weighting: 40

Quality criterion - Name: Quality Control and Assurance Processes / Weighting: 10

Quality criterion - Name: Delivery of Service / Geographical Needs / Weighting: 5

Quality criterion - Name: Environmental Wellbeing / Weighting: 5

Quality criterion - Name: Fair Work Practices / Weighting: 2

Quality criterion - Name: Community Benefits / Weighting: 8

Price - Weighting: 20

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

Start date

1 April 2023

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 1 year, plus 1 year, plus 1 year, subject to funding and performance

### **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

## **II.2) Description**

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

Provision of DigitalBoost Services

Lot No

2

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

- 79400000 - Business and management consultancy and related services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Dundee City, Angus, Perth & Kinross

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

This service will give direct assistance to businesses with support and consultancy to raise their skills and knowledge levels, so they adopt and optimise the use of digital technology. The intention is NOT to execute tasks for clients, rather to give them the knowledge and skills to know what to do.

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

Quality criterion - Name: Understanding the Brief / Weighting: 25

Quality criterion - Name: Quality of Proposal and CVs / Weighting: 25

Quality criterion - Name: Ability to Deliver / Weighting: 40

Quality criterion - Name: Environmental Wellbeing / Weighting: 5

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 20

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

Start date

1 April 2023

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 1 year, plus 1 year, plus 1 year, subject to funding and performance

### **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**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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

Date

11 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: 3 (from the date stated for receipt of tender)

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

Date

11 November 2022

Local time

12:00pm

Place

Place of work of the Procurement Officers on that date

Information about authorised persons and opening procedure

Fiona Smart - Procurement Category Officer

Claire Petrie - Procurement Category Officer

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2 years, or 5 years

**VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

**VI.3) Additional information**

Please note that original notice was cancelled in error. Please use this notice for tender submissions. No other information has been changed

My sincere apologies for any inconvenience caused

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=710925.](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=710925)

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx.](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx)

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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 Contractor shall deliver Supplier Development Events or activity associated with the delivery of the Contract as a minimum to the extent specified in the Community Benefits Plan.

(SC Ref:710925)

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

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

Dundee Sheriff Court and Justice of the Peace Court

Sheriff Court, 6 West Bell Street

Dundee

DD1 9AD

Email

[dundee@scotcourts.gov.uk](mailto:dundee@scotcourts.gov.uk)

Telephone

+44 1382229961

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

Email

[eprocurement@dundeecity.gov.uk](mailto:eprocurement@dundeecity.gov.uk)

Telephone

+44 1382434000

Country

United Kingdom