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Contract

**<https://www.publiccontractsscotland.gov.uk/>**

Scottish Government

F03: Contract award notice

Notice identifier: 2021/S 000-030773

Procurement identifier (OCID): ocds-h6vhtk-02aa42

Published 10 December 2021, 10:14am

## **Section I: Contracting authority**

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

Scottish Government

3A South, Victoria Quay

Edinburgh

EH6 6QQ

#### **Contact**

Tony Aitken

#### **Email**

[tony.aitken@gov.scot](mailto:tony.aitken@gov.scot)

#### **Telephone**

+44 1312448156

#### **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

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

<https://www.publiccontractsscotland.gov.uk/>

Reference number

CASE/540786

**II.1.2) Main CPV code**

- 79600000 - Recruitment services

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

Services

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

The purpose of the project is to appoint a sole supplier who can deliver a report for psychological assessment services in relation to SCS recruitment and promotion (primarily at Director level and above) that demonstrates our commitment to diversity, is compliant and incorporates the Scottish Government SCS Leadership Criteria and the specific criteria for the post at SCS level.

Our approach to all SCS recruitment is informed by the Race Recruitment and Retention Plan Race recruitment and retention - an instigation for change: action plan - gov.scot ([www.gov.scot](http://www.gov.scot)) and Disability Recruitment and Retention plan Recruitment and retention plan for disabled people: 2019 - gov.scot ([www.gov.scot](http://www.gov.scot)).

The Supplier shall be required to work with the People Directorate Senior Talent and Staffing Team to meet all requirements for Assessment Centre and associated services.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79635000 - Assessment centre services for recruitment

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

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

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specific criteria for the post at SCS level.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Options: Yes

Description of options

The contract may require the original requirements to be updated to take in to consideration legal changes or internal Scottish Government recruitment policy changes.

#### **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**

Quality Criteria 70%

Price 30%

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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: [2021/S 000-008913](#)

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

### **Contract No**

CASE/540786

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

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## Section VI. Complementary information

### VI.3) Additional information

The contract's initial term will be 24 months, with the option to extend for a further 12 month period at the sole discretion of the Scottish Government. 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.

SPD (Scotland) (Selection Stage)

The purpose of the Selection Stage is to allow the Scottish Ministers to assess tenderers' suitability, capacity and capability to provide the Services required under the proposed Contract. Tenderers must submit responses to each question contained in the SPD (Scotland) (Qualification Envelope in PCS-t). In assessing responses to the SPD (Scotland), a 'Pass/Fail' score will be awarded to the following question:

Only tenders that achieve a 'Pass' for all questions in the SPD (Scotland) question will have their tender considered further and will proceed to the Price/Quality ratio calculation.

Bidders must pass the following selection questions:

4A.1 and 4A.1.1 — If required, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established.

4B.1.1 - Bidders will be required to have a minimum "general" yearly turnover of 300000 GBP for the last 3 years:

4B.4 - Bidders will be required to state the value(s) for the following financial ratio(s):

Ratio name - Current Ratio

Ratio value - 1.0

The acceptable range for each financial ratio is: 1.0 or above

The ratio will be calculated as follows: net current assets divided by net current liabilities.

Ratio name - Quick Ratio

Ratio value - 1.0

The acceptable range for each financial ratio is: 1.0 or above

The ratio will be calculated as follows: The Quick Ratio equals Quick Assets divided by Current Liabilities.

Ratio name - Debt Ratio

Ratio value - less than 0.3

The acceptable range for each financial ratio is: 0.3 or below

The ratio will be calculated as follows: The Debt Ratio equals total debt divided by total assets.

All insurances required

(SC Ref:676776)

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

**VI.4.1) Review body**

Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom