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Tender

## **Energy Consultancy Services to Support Business Energy Scotland**

Energy Saving Trust Ltd

F02: Contract notice

Notice identifier: 2021/S 000-030811

Procurement identifier (OCID): ocds-h6vhtk-02ffd2

Published 10 December 2021, 12:55pm

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

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

Energy Saving Trust Ltd

2nd Floor, Ocean Point 1, 94 Ocean Drive

EH6 6JH

Edinburgh

#### **Contact**

David Angelini

#### **Email**

[david.angelini@est.org.uk](mailto:david.angelini@est.org.uk)

#### **Telephone**

+44 1315557900

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

[www.energysavingtrust.org.uk](http://www.energysavingtrust.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA14923](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA14923)

**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.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

Other type

Government Sub-contractor

**I.5) Main activity**

Other activity

Environmental Consultant

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## **Section II: Object**

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

#### **II.1.1) Title**

Energy Consultancy Services to Support Business Energy Scotland

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

- 71314300 - Energy-efficiency consultancy services

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

Services

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

The recently published Heat in Buildings strategy by the Scottish Government sets out a pathway to zero emissions buildings by 2045, Reducing emissions from non-domestic buildings remains a key focus for the Scottish Government and the strategy covers support for SME's and non-domestic buildings particularly encouraging SME's to take action and install energy improvement measures through an integrated package of advice, technical and financial support. This framework is intended to support that strategy.

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

This contract is divided into lots: No

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

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

- 71314300 - Energy-efficiency consultancy services

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

NUTS codes

- UKM - Scotland

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

The new Service will go live on 1st April 2022 replacing Zero Waste Scotland's Energy Efficient Business Support service. The service which Energy Saving Trust is providing includes free support, training, and access to funding to help organisations implement energy saving measures. There are three main elements to the service:

1) Business Energy Scotland service 'Hub'

The 'Hub' delivers advice and support through a range of channels including telephone, internet/web-based and publications

2) Training and capacity building

Development of a range of training and skills-transfer activities including on-line training tools and one to many workshops and webinars.

3) Tailored specialist support for implementation

More detailed telephone-based or on-site one-to-one consultancy support is being delivered focussing on implementation of energy efficiency activities. This support also provides information on the available sources of finance and other providers of support to help organisations implement their plans.

To support the delivery of these services, Energy Saving Trust is setting up a framework to provide generic and specialist consultancy support on behalf of the Service for energy efficiency measures to private and third sector SME organisations based in Scotland. The framework also covers the provision of a wider support role to the service which may include the peer reviewing of reports and ad hoc support. This document sets out full details for any potential new Bidders to provide such support.

The Service provides a range of in-depth support including:

- Written technical energy saving action plans.
- Advice on energy saving required by client organisations on the cost-effective opportunities for saving money and reducing carbon.
- A small number of carbon footprints covering scope 1, 2 and major scope 3 contributors.
- A small number of building passports documenting the current building envelope and recommendations to improve it,
- A small number of net-zero pathways including recommendations to reduce carbon emissions.

- Consultancy support to help deliver this in-depth support is the focus of this Procurement.

To meet the requirements of the service the framework delivers work at two tiers of consultancy support. Tier 1 support is to provide generic energy saving support to organisations across Scotland, for which the level of competency required will generally be lower than that required of the Tier 2 support. Tier 2 support is to provide specialist industrial technical support on one or more energy saving technologies and develop more detailed business cases.

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

Quality criterion - Name: Case Studies / Weighting: 20%

Quality criterion - Name: Resources Availability / Weighting: 15%

Quality criterion - Name: Scoping and allocation process / Weighting: 15%

Quality criterion - Name: Performance quality and contract management / Weighting: 10%

Quality criterion - Name: Environmental Sustainability and Energy Performance / Weighting: 10%

Price - Weighting: 30%

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

The Framework may be extended by further periods of 12 months at the buyer's discretion, and subject to continued funding.

### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 20

In the case of framework agreements, provide justification for any duration exceeding 4 years:

N/A

**IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

**IV.2) Administrative information**

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

Date

17 January 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

17 January 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.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

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=676766](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=676766).

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.

(SC Ref:676766)

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

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

Edinburgh Sheriff Court and Justice of the Peace Court

Edinburgh

Country

United Kingdom