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Tender

Social Isolation and Loneliness - Fund Management Services

Scottish Government

F02: Contract notice

Notice identifier: 2021/S 000-031935

Procurement identifier (OCID): ocds-h6vhtk-030436

Published 21 December 2021, 2:55pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Contact

Ann Paterson

Email

ann.paterson@gov.scot

Telephone

+44 131247556

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.publictendersscotland.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.publictendersscotland.publiccontractsscotland.gov.uk/>

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.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Social Isolation and Loneliness - Fund Management Services

Reference number

Case 565766

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

Provision of Fund Management Services

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

II.2.4) Description of the procurement

- Carry out marketing and promotion of the Fund to raise awareness across Scotland to embrace a wide range of providers, encompassing diverse communities across the length and breadth of Scotland.
- Develop in conjunction with the Scottish Government, the Fund Documentation and final criteria.
- Develop a 2 stream approach to reporting and evaluation to ensure that those applying to the grass roots fund (under 50k GBP), have application and reporting processes commensurate with their size and resources.
- Provide prospective applicants with pre-application support, including Open Forums/Workshops and published information to familiarise applicants with the process.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £400,000

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

Duration in months

48

This contract is subject to renewal

No

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The Fund Manager will demonstrate:

- experience of administering funds with similar deliverables as the SIAL Fund through their bid.
- knowledge of wider issues around SIAL and intersectional issues relating to sex, disability, ethnicity, age and other protected characteristics.
- understanding of the benefits of adopting fair work practices and the principles within the Fair Work Framework

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders must demonstrate a Current Ratio of no less than 1.0

Current Ratio will be calculated as follows:

net current assets divided by net 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

Bidders must have in place the following minimum insurance levels:

- public liability insurance in the sum of not less than 1 million GBP
- professional indemnity insurance in the sum of not less than 1 million GBP; and
- employer's liability insurance in accordance with any legal obligation for the time being in force.
- 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

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

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

8 February 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

8 February 2022

Local time

12:00pm

Place

Scotland

Information about authorised persons and opening procedure

Ann Paterson

Senior Portfolio Specialist

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20378. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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 Community Benefit proposed for this contract should be provided specifically if successful in this tender process and should not be a Community Benefit which is already being undertaken by the organisation. Examples of Community Benefits include:

Graduate, Apprentice, work placements and/or trainee placements

Supplier engagement with schools, colleges and/or universities

- Holding educational and raising awareness events for the community
- Professional advice, mentoring and support provided to the community
- Providing funding for new community facilities
- Support and development opportunities delivered to young people
- Opening up sub-contracting opportunities to SME's and third sector organisations
- Monetary value of contributions to community activities

(SC Ref:677839)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://www.scotscourts.gov.uk/the-courts/court-locations/edinburgh-sheriff-court-and-justice-of-the-peace-court>

VI.4.2) Body responsible for mediation procedures

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://www.scotscourts.gov.uk/the-courts/court-locations/edinburgh-sheriff-court-and-justice-of-the-peace-court>