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Tender

Transformational Change Programme - Implementation Science

Glasgow City Council

F02: Contract notice

Notice identifier: 2022/S 000-032867

Procurement identifier (OCID): ocids-h6vhtk-031c8c

Published 18 November 2022, 5:04pm

Section I: Contracting authority

I.1) Name and addresses

Glasgow City Council

Chief Executives Department, City Chambers

Glasgow

G2 1DU

Email

james.barr@glasgow.gov.uk

Telephone

+44 1412876426

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00196

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/go/445141190183E5568BCD>

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/go/445141190183E5568BCD>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Transformational Change Programme - Implementation Science

Reference number

GCC005572SW

II.1.2) Main CPV code

- 73000000 - Research and development services and related consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Glasgow City Council are looking to secure a delivery partner to support us in continuing the implementation of our Transformational Change Programme. The successful provider must have expert knowledge, experience and capabilities in Implementation Science methodologies along with an excellent understanding of the strategic and policy context within which we operate. Understanding of frontline health and social care practice will also be vital.

II.1.5) Estimated total value

Value excluding VAT: £420,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Glasgow City

II.2.4) Description of the procurement

Glasgow City Council are looking to secure a delivery partner to support us in continuing the implementation of our Transformational Change Programme. The successful provider must have expert knowledge, experience and capabilities in Active Implementation along with an excellent understanding of the strategic and policy context within which we operate. Understanding of frontline health and social care practice will also be vital.

The successful provider will support us by;

- Taking a whole systems approach and working closely with the senior management team providing Active Implementation coaching, governance and project management to support the delivery of our Transformational Change Programme.
- Ensuring alignment of the vision and aims of the Transformational Change programme throughout our services and importantly with the vision and aims of partner agencies, providers and children and families
- Upskilling managers and staff on the application of the Active Implementation methodology and frameworks
- Developing an effective model of consistently high quality care practice applicable across our services building on current good practice, research and evidence tailored to service needs and consolidating strengths based assessment and intervention
- Implementing the model across our system including the design, testing, implementation, scaling up and evaluation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Start date

4 January 2023

End date

31 March 2024

This contract is subject to renewal

Yes

Description of renewals

1 Year extension following review.

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders must complete the Financial Viability Template as part of their submission. Responses to the Financial Viability Template will be evaluated on a pass or fail basis.

Bidders are also required to attach copies of 3 years audited accounts. These should be uploaded to PCS-T along with the completed Financial Viability Template.

Failure to pass this financial assessment will result in your application being rejected.

GCC reserves the right to reject your tender if you fail to submit last 3 years audited accounts or equivalent and GCC is unable to assess your financial position.

The financial evaluation at selection stage will include turnover Score, Pre Tax Profit Margin and Liquidity (Current Ratio and Leverage) and the minimum to pass (e.g. Bidders must achieve a score of 10 or above from a combination of all 4 financial requirements.)

The Council reserves the right at its own discretion to seek such other information from the bidder in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to prove the bidder's economic and financial standing.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide evidence of experience of working in partnership with a public sector agency in delivering a complex change programme using Improvement Science methodology. This will include focus, duration, scale and outcomes achieved.

Within the Technical Response Questionnaire, bidders will require to score a minimum of 60% to progress to the award stage.

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: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-005616](#)

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

Date

5 December 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

5 December 2022

Local time

12:00pm

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

Insurance Requirements are:

Bidder shall take out and maintain, throughout the period of the contract:

Employer's Liability insurance to the value of at least TEN MILLION POUNDS STERLING (10,000,000) in respect of any one event and unlimited in the period. (Waiver if preferred bidder is Sole Trader)

Public Liability insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one event and unlimited in the period.

Professional Indemnity insurance to the value of at least FIVE MILLION POUNDS STERLING (5,000,000) in respect of any one event and in the aggregate.

The above insurances shall be with an insurance company registered with Financial Conduct Authority (FCA) in the UK, or equivalent body for EU member states by the council and any organisation shall not sub-let or sub-contract any part of the commission unless the sub-contractor is similarly insured, unless the council agrees otherwise.

Should the Bidder not have the specified insurances at the time of tendering then, the bidder must certify in their response to this ITT that the specified insurance will be obtained.

Information on the FOI Act is contained in Appendix A of the ITT. Bidders must note the implications of this legislation and ensure that any information they wish the council to consider withholding is specifically indicated on the FOI Certificate contained in the Qualification Envelope within the PCS Tender portal (NB the council does not bind itself to withhold this information). Bidders will be required to complete the FOI certificate at ITT stage.

Bidders will be required to complete information in relation to Tenderer Amendments, Non Collusion and Prompt Payment as contained in the Technical Envelope area within the tender portal and the Buyers Attachment area.

The successful bidder will be required to sign an Insurance Mandate, which will be issued in conjunction with the award letter authorising the Council to request copies of insurance documents from the successful bidder's insurance provider. If the mandate is not signed and returned the Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period.

Terms and Conditions are located within the Buyers Attachments area of the tender portal. Once the Evaluation of Price and Quality has been completed, the recommended bidder will be expected to provide all documentation as specified in the SPD. Failure to provide this information within 5 days may result in your bid being rejected and the Council proceeding with the procurement exercise to the next appropriate bidder.

Additional information pertaining to this contract notice is contained within the Invitation To Tender documents. Bidders must ensure they are read in line with this contract notice.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21032. 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:

There is no evaluated Community Benefits response in this Tender, however bidders are required to complete a Community Benefits Statement as part of their Tender submission.

(SC Ref:710413)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

1 Carlton PI

Glasgow

G5 9DA

Telephone

+44 1414298888

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Glasgow City Council (“the Council”) must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates concerned of its decision to award the contract, conclude the framework agreement or establish a dynamic purchasing system. The Council must allow a period of at least the relevant standstill period (where the notice is sent by facsimile or electronic means the period is 10 days ending at midnight at the end of the 10th day after that on which the last notice is sent, when sent by other means the period is 15 days) to elapse between the date of despatch of the notice referred to in Regulation 85(1) of the Public Contracts (Scotland) Regulations 2015 (“the Regulations”). The Council is obliged to comply with the Regulations and any eligible economic operator can bring an action in the Sheriff Court or the Court of Session where as a consequence of a breach by the Council, suffers or risks suffering loss or damage. The bringing of court proceedings during the standstill period means that the Council must not enter into the contract, conclude the framework agreement or establish the dynamic purchasing system unless the proceedings are determined, discontinued or disposed of; or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations. Economic Operators can write to the Council seeking further clarification on the notice, to which the Council must respond within 15 days. Economic Operators should be mindful to seek their own independent legal advice when they consider appropriate to do so.