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Tender

## **Dynamic Purchasing System for the Provision of Employability Services**

Aberdeen City Council  
The Highland Council  
Aberdeenshire Council

F02: Contract notice

Notice identifier: 2022/S 000-034331

Procurement identifier (OCID): ocds-h6vhtk-038a9c

Published 5 December 2022, 12:23pm

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

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

Aberdeen City Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Email**

[cpssprocurement@aberdeencity.gov.uk](mailto:cpssprocurement@aberdeencity.gov.uk)

#### **Telephone**

+44 1467539600

#### **Country**

United Kingdom

**NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00231](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231)

**I.1) Name and addresses**

The Highland Council

Council Headquarters, Glenurquhart Road

Inverness

IV3 5NX

**Email**

[cpssprocurement@aberdeencity.gov.uk](mailto:cpssprocurement@aberdeencity.gov.uk)

**Telephone**

+44 1463702563

**Country**

United Kingdom

**NUTS code**

UKM6 - Highlands and Islands

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00045](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00045)

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

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

### **Email**

[cpssprocurement@aberdeencity.gov.uk](mailto:cpssprocurement@aberdeencity.gov.uk)

### **Telephone**

+44 1467539600

### **Country**

United Kingdom

### **NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

### **Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00232](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00232)

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

The contract involves joint procurement

### **I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained 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/>

### **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**

Dynamic Purchasing System for the Provision of Employability Services

Reference number

000-VVFU1617

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

- 79611000 - Job search services

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

Services

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

Aberdeen City Council is looking for a range of suppliers, across a wide spectrum of Employability provision, in order to provide the Council with any planned and ad-hoc employability opportunities as they arise.

#### **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**

Stage 2

Lot No

2

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Relates to support and barrier removal.

Activities may include:

Confidence Building

Coaching and Mentoring

Wellbeing Support

Career Information and Advice

Financial advice & Support

Basic Digital Skills

Mental Health

Outward Bound Type Activities, e.g. Sports, Team Building

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

#### **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**

Please see attached documentation for further information.

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

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

Stage 3

Lot No

3

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Relates to vocational activities.

Activities may include:

Vocational Training

Work Experience

Volunteering

Employability Skills

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

### **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**

Please see attached documentation for further information.

## **II.2) Description**

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

## Stage 4

Lot No

4

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Relates to Employer Engagement and Job Matching.

Activities may include:

Job Search Support

Job Matching

Career information, advice & guidance

Employer Engagement

Sector Specific Training and Accreditation

Reading your Payslip

Employee Rights

Enterprise / Entrepreneurship

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

**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**

Please see attached documentation for further information.

**II.2) Description**

**II.2.1) Title**

Stage 5

Lot No

5

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Relates to in work support and aftercare.

Activities may include:

In-Work Mentoring

Employer Engagement

In-Work Support

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

### **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**

Please see attached documentation for further information.

## **II.2) Description**

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

Personal Development

Lot No

6

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Complement activities across any of the stages.

Activities may include:

Independent Travel

Money Matters

Digital Skills

ESOL

Life Skills

Health and Wellbeing

Confidence Building

In-Work Training

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

### **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**

Please see attached documentation for further information.

## **II.2) Description**

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

Health, Disability and Recovery

Lot No

7

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Health focused interventions to support people with long term mental or physical health issues and/or disabilities.

These could be specific or support people across any of the stages.

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

#### **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**

Please see attached documentation for further information.

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

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

Community and Grassroots

Lot No

8

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Interventions delivered in the community by the community/grass roots level organisations which may be delivering some of the employability activities mentioned elsewhere.

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

### **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**

See documentation for further information.

## **II.2) Description**

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

Innovation

Lot No

9

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Interventions required in response to emerging demand, changes in the environment, for example economic or political, or requirements that do not fit within the other Lots.

Any supplier who is successful in gaining a place on the above Lots (Lots 1 – 8), will be automatically onboarded to Lot 9.

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

#### **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**

See documentation for further information.

## **II.2) Description**

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

Pre-Stage 1 and Stage 1

Lot No

1

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

- 79611000 - Job search services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen

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

Relates to referral, engagement and assessment, including needs assessments.

Activities may include:

Outreach Activities

Identification and assessment of needs

Development of Action Plan

Mental Health

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

Quality criterion - Name: General Requirements / Weighting: 70%

Quality criterion - Name: Contract Management / Weighting: 15%

Quality criterion - Name: Fair Work and Community Benefits / Weighting: 15%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

**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**

Please see attached documentation for further information.

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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.2.2) Contract performance conditions**

As per documentation.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

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

The procurement involves the setting up of a dynamic purchasing system

#### **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

15 November 2027

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

15 November 2027

#### **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)

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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

See documentation on PCST for further information

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 6037.  
For more information see:

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

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:

As per documentation on PCST.

(SC Ref:715716)

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

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

Aberdeen Sheriff Court

53 Castle St.

Aberdeen

Country

United Kingdom

