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Tender

## **Leadership Development**

Crown Estate Scotland

F02: Contract notice

Notice identifier: 2023/S 000-034449

Procurement identifier (OCID): ocds-h6vhtk-041bbb

Published 21 November 2023, 4:17pm

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

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

Crown Estate Scotland

Quatermile Two, 2nd Floor, 2 Lister Square

Edinburgh

EH3 9GL

#### **Email**

[dean.scott@scotland-excel.org.uk](mailto:dean.scott@scotland-excel.org.uk)

#### **Telephone**

+44 1314607657

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://crownestatescotland.com/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA29444](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29444)

**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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Other type

Public Corporation

**I.5) Main activity**

Other activity

Property

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## **Section II: Object**

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

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

Leadership Development

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

- 80570000 - Personal development training services

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

Services

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

Crown Estate Scotland is tendering for the design and delivery of a blended programme of leadership development activities for the Executive/Leadership Team.

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

This contract is divided into lots: No

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

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

- 80500000 - Training services
- 79633000 - Staff development services

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

NUTS codes

- UKM - Scotland

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

The design and delivery of a blended programme of leadership development activities for the Executive/Leadership Team (workshops, ALS, individual coaching, team coaching, work-based activities)

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

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

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

Duration in months

36

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

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## **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

SPD (SCOTLAND) QUESTION - 4B.2.1 Specific Yearly Turnover

SPD (SCOTLAND) QUESTION - 4B.5 Insurance

SPD (SCOTLAND) QUESTION - 4B.6 Other Economic or Financial Requirements

Minimum level(s) of standards possibly required

Bidders will be required to have a minimum yearly “specific” turnover of a minimum of 264,000.00 GBP for the last three (3) years.

Insurance Requirements:

- Professional Indemnity 2 Million GBP
- Public Liability 2 Million GBP
- Employer Liability 5 Million GBP

Other financial requirements:

Crown Estate Scotland will utilise Dun & Bradstreet (D&B) Failure Score of 30 or above. Tenderers (including all participants in a group) are required to have a Failure Score of 30 or above in order to demonstrate its financial strength and stability.

It is recommended that Tenderers review their own D&B Failure Score in advance of submitting a Tender Submission. Where the Tenderer does not have a D&B Failure Score, or where the Tenderer does not consider that the D&B Failure Score reflects their current financial status; the Tenderer may give an explanation within the Tender Submission, together with any relevant supporting alternative evidence which demonstrates its financial strength/stability.

Where the Tenderer is under no obligation to publish accounts and therefore does not have a D&B Failure Score, they must provide their audited financial accounts for the previous 3 years as part of their SPD Submission in order that Crown Estate Scotland may assess these to determine the suitability of the Tenderer to undertake a contract of this size.

Where a Tenderer does not meet the minimum financial requirements in its own right and wishes to rely on the financial standing of a parent company, Tenderers should provide a statement that they commit to obtaining a parent company guarantee in the form attached in the Standard Documents Parent Company Guarantee.

Where a consortium bid is received, the D&B Failure Score of each consortium member shall be assessed and each must achieve a D&B failure score of 30 or above.

Where a sub-contractor material to the performance of the Contract or where the Tenderer intends to sub-contract more than 25% of any contract value to a single sub-contractor, the Tenderer may be required to confirm that the sub-contractor(s) has a D&B failure score of 30 or above. Crown Estate Scotland reserves the right to request one copy of all sub-contractor last 3 financial years' audited accounts and details of significant changes since the last financial year end.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Selection criteria as stated in the procurement documents

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Throughout the duration of the Contract, the Service Provider's performance will be monitored and evaluated, as per the conditions and requirements contained within the tender documents.

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

Date

4 January 2024

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: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

4 January 2024

Local time

12:00pm

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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**

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=750544](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=750544).

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.

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:

- Generating employment and training opportunities for priority groups;
- Vocational training;
- Training existing workforce;
- Equality and diversity initiatives;



- Working with schools, colleges, universities to offer work experience or educational/professional advice;
- Community engagement events or providing value to the local community;
- Minimising negative environmental impacts.

(SC Ref:750544)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=750544](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=750544)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom