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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

Quartermile Two, 2nd Floor, 2 Lister Square

Edinburgh

EH3 9GL

Email

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Other type

Public Corporation

I.5) Main activity

Other activity

Property

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

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.

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

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.

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.

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

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom