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Tender

Delivery of Workshops, Surgeries and Expert Help to support Business Gateway

Renfrewshire Council

F02: Contract notice

Notice identifier: 2025/S 000-049850

Procurement identifier (OCID): ocids-h6vhtk-058a91

Published 19 August 2025, 2:05pm

Section I: Contracting authority

I.1) Name and addresses

Renfrewshire Council

Renfrewshire House, Cotton Street

Paisley

PA1 1JB

Contact

Amy Crumb

Email

amy.crumb@renfrewshire.gov.uk

Telephone

+44 3003000300

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

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

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Delivery of Workshops, Surgeries and Expert Help to support Business Gateway

Reference number

RC-CPU-25-027

II.1.2) Main CPV code

- 80510000 - Specialist training services

II.1.3) Type of contract

Services

II.1.4) Short description

Renfrewshire Council seek to appoint Service Provider, with the competence and capability to deliver a package of services to support the delivery of start-up and growth Business Gateway Services in Renfrewshire. These services may include Start Up, Business Base, Specialist Workshops, Surgeries and Expert Help Consultations for growing businesses in areas such as Marketing, Finance, Innovation, Energy Efficiencies & Net Zero, Intellectual Property, Business Strategy, Procurement, Business Planning, Digital, Tourism, Exporting, Skills and Human Resource Management. The Procurement documents and the Specification can be found within Public Contract Scotland Tenders supplier attachment area.

II.1.5) Estimated total value

Value excluding VAT: £196,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80510000 - Specialist training services
- 80000000 - Education and training services
- 80500000 - Training services
- 80522000 - Training seminars

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Renfrewshire area

II.2.4) Description of the procurement

Renfrewshire Council seek to appoint Service Provider, with the competence and capability to deliver a package of services to support the delivery of start-up and growth Business Gateway Services in Renfrewshire. These services may include Start Up, Business Base, Specialist Workshops, Surgeries and Expert Help Consultations for growing businesses in areas such as Marketing, Finance, Innovation, Energy Efficiencies & Net Zero, Intellectual Property, Business Strategy, Procurement, Business Planning, Digital, Tourism, Exporting, Skills and Human Resource Management.

II.2.5) Award criteria

Quality criterion - Name: Overall Approach / Weighting: 18

Quality criterion - Name: Innovation / Weighting: 10

Quality criterion - Name: Project manager and resource / Weighting: 10

Quality criterion - Name: Recruitment / Weighting: 5

Quality criterion - Name: Cyber Security / Weighting: 5

Quality criterion - Name: Sustainability / Weighting: 2

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £196,000

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

Duration in months

24

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: Yes

Description of options

Additional workshops and expert help might be required

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

Meet minimum Insurance requirements as detailed below and in the SPD Scotland.

Meet Dun and Bradstreet minimum failure score as detailed below and in the SPD Scotland.

Minimum level(s) of standards possibly required

Professional Indemnity Cover: minimum 1m GBP in the annual aggregate –

Employer's (Compulsory) Liability: minimum 5 million GBP each and every claim

Public Liability: minimum 1 million GBP each and every claim

Motor Vehicle - please also submit evidence of statutory third party motor vehicle insurance (5,000,000 GBP), in relation to the risk of any errors or omissions in delivering this type of service.

Financial stability: Dun and Bradstreet - Minimum failure score 20.

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

19 September 2025

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

Tender must be valid until: 16 January 2026

IV.2.7) Conditions for opening of tenders

Date

19 September 2025

Local time

12:30pm

Information about authorised persons and opening procedure

In accordance with the Renfrewshire Councils Contract Standing Orders.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Depending on funding, this estimated timeframe for re-tender is August 2027

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 29961. 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:

Community Benefits will be applied as detailed in the Procurement Documents in Public Contract Scotland tender

(SC Ref:805060)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2105/446) (as amended) may bring proceedings in the Sheriff

Court or Court of Session.