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Tender

Expert Help for Business

Aberdeenshire Council

F02: Contract notice

Notice identifier: 2025/S 000-084046

Procurement identifier (OCID): ocds-h6vhtk-05f853

Published 17 December 2025, 4:40pm

The closing date and time has been changed to:

2 February 2026, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

Contact

Jamie Hutcheon

Email

bgexpert@aberdeenshire.gov.uk

Telephone

+44 1467535353

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

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

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

www.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

Expert Help for Business

Reference number

CRN00041810

II.1.2) Main CPV code

- 79400000 - Business and management consultancy and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The council is looking to procure consultancy support for a variety of different topics for business support within Aberdeen City & Aberdeenshire.

II.1.5) Estimated total value

Value excluding VAT: £455,466

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

II.2) Description

II.2.1) Title

Strategy & Business Development

Lot No

2

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £64,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Human Resources, Leadership and Skills

Lot No

3

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £55,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Marketing Strategy

Lot No

4

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £36,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Digital Marketing Strategy

Lot No

5

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £68,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Branding

Lot No

6

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £59,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Information technology, digital technology, websites and online platforms (excluding social media)

Lot No

7

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £55,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Procurement & Supply Chain

Lot No

8

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £46,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Legal

Lot No

9

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for

businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £27,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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) Description

II.2.1) Title

Financial Management

Lot No

1

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

II.2.4) Description of the procurement

This procurement is to provide the council with expert help and advisory services for businesses within Aberdeen City and Aberdeenshire, which are assessed through the Business Gateway Service and Economic Development. This expert help support is provided through Business Gateway, which is funded by Aberdeen City and Aberdeenshire Councils.

II.2.5) Award criteria

Quality criterion - Name: Provision of Services / Weighting: 30

Quality criterion - Name: Contract Resources / Weighting: 35

Quality criterion - Name: Contract Management / Weighting: 20

Quality criterion - Name: Sustainability & Community Benefits / Weighting: 5

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

Quality criterion - Name: Environmental Wellbeing (Climate Change Duties) / Weighting: 5

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £46,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

12 months plus 12 months (total 48 months in total)

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The relevant selection criteria will be included in the SPD Scotland Module and ITT

III.1.2) Economic and financial standing

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland Module and ITT

III.1.3) Technical and professional ability

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland Module and ITT

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As detailed within the tender documents

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 18

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

Originally published as:

Date

26 January 2026

Local time

12:00pm

Changed to:

Date

2 February 2026

Local time

12:00pm

See the [change notice](#).

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

26 January 2026

Local time

12:00pm

Place

Aberdeenshire

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

http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=755902.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

http://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.

(SC Ref:755902)

Download the copy of the online SPD document here (to be completed online through postbox submission):

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=755902

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=818907.

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:

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:

The Council aims to act as a role model within the public sector, by carrying out its activities in a responsible and sustainable manner, considering on a case by case basis how procurement activity can improve the economic, social and environmental wellbeing of the area Suppliers in the performance of the contract are expected to carry out their activities in a responsible and sustainable manner and commit to the delivery of benefits as set out in Appendix 1 – Award Questionnaire.

(SC Ref:818907)

Download the ESPD document here:
https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=818907

VI.4) Procedures for review

VI.4.1) Review body

Aberdeen Sheriff Court

Aberdeen

Country

United Kingdom