

UK-Penrith: procurement consultancy services

2009/S 235-337078

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

Eden District Council, Mansion House, Friargate, Contact: Technical Services, Attn: Adrian Cozens, UK-Penrith CA11 7YG . Tel. +44 1768817817. E-mail: adrian.cozens@eden.gov.uk. Fax +44 1768212320.

Internet address(es):

General address of the contracting authority: www.eden.gov.uk.

Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA1366.

Further information can be obtained at: Eden District Council, Mansion House, Friargate, Contact: Technical Services, Attn: Adrian Cozens, UK-Penrith CA11 7YG . Tel. +44 1768817817. E-mail: adrian.cozens@eden.gov.uk. Fax +44 1768212320. URL: www.eden.gov.uk.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: Eden District Council, Mansion House, Friargate, Contact: Technical Services, Attn: Adrian Cozens, UK-Penrith CA11 7YG . Tel. +44 1768817817. E-mail: adrian.cozens@eden.gov.uk. Fax +44 1768212320. URL: www.eden.gov.uk.

Tenders or requests to participate must be sent to: Eden District Council, Mansion House, Friargate, Contact: Technical Services, Attn: Adrian Cozens, UK-Penrith CA11 7YG . Tel. +44 1768817817. E-mail: adrian.cozens@eden.gov.uk. Fax +44 1768212320. URL: www.eden.gov.uk.

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

Regional or local authority.

General public services.

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority:

Services of a Procurement Adviser for Re-tendering Blue Collar & Leisure Contracts.

II.1.2) Type of contract and location of works, place of delivery or of performance:

Services.

Service category: No 21.

Main place of performance: Penrith, Cumbria.

NUTS code: UKD1.

II.1.3) The notice involves:

A public contract.

II.1.4) Information on framework agreement:

II.1.5) Short description of the contract or purchase(s):

The Council wishes to appoint a Procurement Adviser to support the council throughout the re-tendering of the Blue Collar and Leisure Management Contracts.

The Procurement Specialist will be expected to bring a wealth of knowledge, experience and advice to the overall process and for this to include legal and any other disciplines involved.

II.1.6) **Common procurement vocabulary (CPV):**

79418000, 79140000, 79111000.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**

Yes.

II.1.8) **Division into lots:**

No.

II.1.9) **Variants will be accepted:**

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope:**

The actual value is unknown but is based upon the following assumption of specialist procurement advice to the value of:

2009/10 - GBP 25 000

2010/11 - GBP 62 500

2011/12 - GBP 62 500

Estimated value excluding VAT: 150 000 GBP.

II.2.2) **Options:**

No.

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Duration in months: 26 (from the award of the contract).

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required:**

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

Payment monthly in arrears for value of actual work carried out in the previous month.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**

III.1.4) **Other particular conditions to which the performance of the contract is subject:**

No.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

Information and formalities necessary for evaluating if requirements are met: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent.

(2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will

result in the candidate being declared ineligible and they will not be selected to participate in this procurement process.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession.

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met: (1) All candidates will be required to provide a reference from their bank.

(2) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

(3) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met:

(1) Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract;

(2) An indication of the proportion of the contract which the services provider intends possibly to subcontract.

III.2.4) Reserved contracts:

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession:

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:

Yes.

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure:

Restricted.

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate:

Envisaged number of operators 5

Objective criteria for choosing the limited number of candidates: References - 50 %.

Previous Relevant Experience - technical capability (in terms of experience, working practices and structure) - 25 %.

Details of quality control procedures and information reporting - 15 %.

Financial reference - 10 %.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue:

IV.2) AWARD CRITERIA

IV.2.1) Award criteria:

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used:

No.

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority:

- IV.3.2) **Previous publication(s) concerning the same contract:**
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document:**
Time limit for receipt of requests for documents or for accessing documents: 21.12.2009.
- IV.3.4) **Time-limit for receipt of tenders or requests to participate:**
4.1.2010 - 12:00.
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates:**
18.1.2010.
- IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up:**
English.
- IV.3.7) **Minimum time frame during which the tenderer must maintain the tender:**
- IV.3.8) **Conditions for opening tenders:**

SECTION VI: COMPLEMENTARY INFORMATION

- VI.1) **THIS IS A RECURRENT PROCUREMENT:**
- VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**
- VI.3) **ADDITIONAL INFORMATION:**
(MT Ref:63381).
- VI.4) **PROCEDURES FOR APPEAL**
- VI.4.1) **Body responsible for appeal procedures:**
- VI.4.2) **Lodging of appeals:**
- VI.4.3) **Service from which information about the lodging of appeals may be obtained:**
- VI.5) **DATE OF DISPATCH OF THIS NOTICE:**
3.12.2009.