

Contract Notice



Section I: Contracting authority

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

Official name: UKSBS Shared Business Services
National ID: (if known)
Postal address: North Star Avenue
Town: Swindon
Postal Code: SN2 1FF
Country: UK
Contact point(s): John Welch
For the attention of: John Welch
Telephone: +44 1793867305
E-Mail: john.welch@uksbs.co.uk
Fax:

Internet address(es) (if applicable):

General address of the contracting authority (URL):
www.uksbs.co.uk

Address of the Buyer Profile (URL):

Electronic access to information (URL) :

Electronic submission of tenders and requests to participate (URL) :

Please use Annex A to provide more detailed information

Further information can be obtained from:

- As in above mentioned contact point(s)
- Other: please complete Annex A.I

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

- As in above mentioned contact point(s)
- Other: please complete Annex A.II

Tenders or requests to participate must be sent to:

- As in above mentioned contact point(s)
- Other: please complete Annex A.III

I.2) TYPE OF THE CONTRACTING AUTHORITY

- Ministry or any other national or federal authority, including their regional or local sub-divisions
- National or federal agency/office
- Regional or local authority
- Regional or local agency/office
- Body governed by public law
- European institution/agency or international organisation
- Other (please specify below)

I.3) MAIN ACTIVITY/ACTIVITIES

- General public services
- Defence
- Public order and safety
- Environment
- Economic and financial affairs
- Health
- Housing and community amenities
- Social protection
- Recreation, culture and religion
- Education
- Other: (please specify)

Public Procurement

1.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities (If yes, information on those contracting authorities can be provided in Annex A):

- yes
- no

Section II: Object of the contract(Works)

II.1) Description

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

UK SBS PS150010 For the commissioning of an organisation to ensure the effective management and administration of the Department of Business Innovation and Skills (BIS) matrix Standard

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

Category: SERVICES

Service category: 27

(For service categories 1-27, please see Annex CI to Directive 2004/18/EC)

Main place of performance

United Kingdom

NUTS codes:

NUTS code: UK

II.1.3) Information about a public contract, a framework agreement or dynamic purchasing system (DPS)

- The notice involves a public contract
- The notice involves the setting up of a Dynamic Purchasing System (DPS)
- The notice involves the establishment of a framework agreement

II.1.4) Information on framework agreement (if applicable)

- Framework agreement with several operators
- Framework agreement with a single operator

If with several operators, number of participants to the framework agreement envisaged:

Number:

OR, if applicable,
maximum number:

Duration of the framework agreement:

Duration in year(s):
or month(s):

Justification for a framework agreement the duration of which exceeds four years:

Estimated total value of purchases for the entire duration of the framework agreement (if applicable, give figures only):

Estimated value excluding VAT:

Currency: GBP

OR Range: between

and

Currency: GBP

Frequency and value of the contracts to be awarded (if known):

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

UKSBS Shared Business Services Ltd as the Contracting Authority agency on behalf of the Department of Innovation & Skills (BIS) is putting in place a single supplier contract Agreement for the provision of an organising the effective management of the Department of Business Innovation and Skills (BIS) matrix Standard.

The purpose of the (BIS) matrix Standard is the unique quality Standard for the effective delivery of information, advice and/or guidance on learning and work. It promotes the delivery of high quality information, advice and/or guidance by ensuring organisations review, evaluate and continuously develop their service; encourage the take up of professionally recognised qualifications and the continuous professional development of their staff.

II.1.6) Common Procurement Vocabulary (CPV)

Main object [80000000] Education and training services

Additional objects [80570000] Personal development training services
[80000000] Education and training services
[80510000] Specialist training services

II.7) INFORMATION ABOUT GOVERNMENT PROCUREMENT AGREEMENT (GPA)

The contract is covered by the Government Procurement Agreement (GPA):

- yes
- no

II.1.8) Lots (for information about lots, use Annex B as many times as there are lots)

This contract is divided into lots:

- no
- yes

If yes, tenders should be submitted for (tick one box only)

- one lot
- one or more lots
- all lots

II.1.9) Variants will be accepted

Variants will be accepted

- no
- yes

II.2) QUANTITY OR SCOPE OF THE CONTRACT

II.2.1) Total quantity or scope (including all lots and options, if applicable)

The length of the Contract will be for a period of 24 months from the 11th January 2016 with an option to extend for 12 months subject to performance. UKSBS Shared Business Services Ltd as the Contracting Authority is putting in place a Contract Agreement for a single supplier Contract Agreement for the matrix Standard which is the unique quality Standard for the effective delivery of information, advice and/or guidance on learning and work. It promotes the delivery of high quality information, advice and/or guidance by ensuring organisations review, evaluate and continuously develop their service; encourage the take up of professionally recognised qualifications and the continuous professional development of their staff.

About UK Shared Business Services

Putting the business into shared services UKSBS Shared Business Services Ltd as the Contracting Authority agency on behalf of the bodies below

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping our customers improve efficiency, generate savings and modernise.

It is our vision to become the leading provider for our customers of shared business services in the UK public sector, continuously reducing cost and improving quality of business services for Government and the public sector.

Our broad range of expert services is shared by our customers. This allows our customers the freedom to focus resources on core activities; innovating and transforming their own organisations.

Core services include Procurement, Finance, Grants Admissions, Human Resources, Payroll, ISS, and Property Asset Management all underpinned by our Service Delivery and Contact Centre teams.

UK SBS is a people rather than task focused business. It's what makes us different to the traditional transactional shared services centre. What is more, being a not-for-profit organisation owned by its customers, UK SBS' goals are aligned with the public sector and delivering best value for the UK taxpayer. UK Shared Business Services Ltd changed its name from RCUK Shared Services Centre Ltd in March 2013.

Our Customers

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business Innovation and Skills (BIS) transition their procurement to UK SBS and Crown Commercial Service (CCS) agree a Memorandum of Understanding with UK SBS to deliver two major procurement categories (construction and research) across Government. UK SBS currently manages £700m expenditure for its Customers, our growth projections anticipate this will rise to £1bn in 2013/14.

UK SBS is procuring the Contract as a central

purchasing body for itself and Customers who are Other Public Bodies (OPB's). This means that OPB's referred to in the OJEU Notice may also possibly participate in the Contract during the designated Contract period

Detailed on the UK SBS Ltd website is a list of all organisations, institutes, centres and bodies (Authorised Entities) that may also use any appropriately advertised Contract let by UK Shared Business Services Ltd The full list is detailed below.

UK SBS Pan Government list is available at <https://intranet.uksbs.co.uk/procurement/teamsite/Pages/SourcingContract.aspx>
Document 'Customer Profiles'

(If applicable, give figures only) Estimated value excluding VAT :

Currency: GBP

OR Range: between 300000

and 900000

Currency: GBP

II.2.2) Options (if applicable)

Options:

yes

no

If yes, description of these options

The term of contract will be for two years, with an option to extend for a possible third year, released singularly, subject to satisfactory performance

If known, provisional timetable for recourse to these options (from the award of the contract):

in Months: 36

or Days:

Information about renewals (if applicable)

This contract is subject to renewal:

yes

no

Number of possible renewals (if any)

OR Range: between

and

If known, in the case of renewable supplies or service contracts, estimated time-frame for subsequent contracts (from the award of the contract)

Months:

or Days:

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

Duration (from the award of the contract)

in Months: 36

or Days:

-- OR (in dd/mm/yyyy) --

starting: 11/01/2016

completion: 10/01/2019

Section III: Legal, economic, financial and technical information

III.1) Conditions relating to the contract

III.1.1) Deposits and guarantees required (if applicable)

Participants will be advised if this is necessary during the procurement. Parent company and/or other guarantees of performance and financial liability may be required if considered appropriate.

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

Bids are to be priced in £ GBP

III.1.3) Legal form to be taken by the grouping of economic operators to whom the contract is to be awarded (if applicable)

Any consortium to have a designated lead service provider, all members will have joint and several liability in respect of the obligations and liabilities to the framework agreement and any subsequent contracts.

III.1.4) Other particular conditions

The performance of the contract is subject to particular conditions

yes

no

If yes, description of particular conditions

The government has set out the need for greater transparency across its operations to enable the public to hold public bodies and politicians to account. This includes commitments relating to public expenditure, intended to help achieve better value for money.

As part of the transparency agenda, government has made the following commitments with regard to procurement and contracting:

All new central government ICT contracts over the value of GBP £10,000 to be published in full online from July 2010

All new central government sourcing documents for contracts over GBP10,000 to be published on a single website from September 2010, with this information to be made available to the public free of charge.

New items of central government spending over GBP £25,000 to be published online from November 2010.

All new central government contracts to be published in full from January 2011.

Suppliers and those organisations looking to bid for public sector contracts should be aware that if they are awarded a new government contract, the resulting contract between the supplier and government will be published. In some circumstances, limited redactions will be made to some contracts before they are published in order to comply with existing law and for the protection of national security.

Service providers must clearly demonstrate recent successful experience in similar projects and environments.

Potential suppliers will be excluded if one of the following applies, the supplier is in a state of bankruptcy, insolvency, compulsory winding up, administration, receivership, composition with creditors or any analogous state or subject to relevant proceedings, has been convicted of a criminal offence related to the business of professional misconduct, has committed an act of grave misconduct in the course of business has not fulfilled obligations relating to the payment of taxes is guilty of serious misrepresentation in supplying information required by the authority, is not in the possession of a licence or not a member of the appropriate trade or other organisation where the law requires it.

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

Candidates will be assessed in accordance with Part 4 of the Public Contracts Regulations 2006, as amended (implementing Title II, Chapter V11, Section 2 of Directive 2004/18/EC), on the basis of information provided in response to a Request for Proposal.

This procurement will be managed electronically via the Crown Commercial Service's e-Sourcing Suite. To participate in this procurement, participants must first be registered on the e-Sourcing Suite.

If Bidders have not yet registered on the eSourcing Suite, this can be done online at <https://gpsesourcing.cabinetoffice.gov.uk> by following the link 'Register for CCS eSourcing'.

Please note that, to register, Bidders must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so.

Full instructions for registration and use of the system can be found at

<http://ccs.cabinetoffice.gov.uk/i-am-supplier/respond-tender>

Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing ExpressionOfInterest@ccs.gsi.gov.uk.

Your email must clearly state:

the name and reference for the procurement you wish to register for;

the name of the registered supplier;

the name and contact details for the registered individual sending the email.

Crown Commercial Service (CCS) will process the email and then enable the Bidder to access the procurement online via the e-Sourcing Suite.

The registered user will receive a notification email to alert them once this has been done.

As a user of the e-Sourcing Suite you will have access to Emptoris email messaging service which facilitates all messages sent to you and from you in relation to any specific RFX event.

Please note it is your responsibility to access these emails on a regular basis to ensure you have sight of all relevant information.

For technical assistance on use of the e-Sourcing Suite please contact Crown Commercial Service (CCS) Helpdesk : Freephone: 0345 010 3503

email: supplier@ccs.gsi.gov.uk

Training support to respond to a requirement is available to bidders at <http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx>

Responses must be published by the date in IV.3.4.

III.2.2) Economic and financial capacity

Information and formalities necessary for evaluating if requirements are met:

Candidates will be assessed in accordance with Part 4 of the Public Contracts Regulations 2006, as amended (implementing Title II, Chapter V11, Section 2 of Directive 2004/18/EC), on the basis of information provided in response to Request for Information and the Request for Proposal

The sourcing documents can be accessed at: <https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in III.2.1

We will also require to see at least one of the following documents

Note - if you have been trading for more than 3 years we will require you to produce Document 1

Document 1 - A copy of your audited accounts for the most recent two years.

Document 2 - A statement of your turnover, profit & loss account and cash flow for the most recent year of trading

Document 3 - A statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position

Document 4 - Alternative means of demonstrating financial status if trading for less than a year

Document 5 - Parent Company accounts (if applicable)

Document 6 - Deeds or guarantee

Document 7 - Accountants references

Document 8 - Management accounts

Document 9 - Financial projections including cash flow forecasts

Document 10 - Details and evidence of previous contracts

Minimum level(s) of standards possibly required (if applicable):

III.2.3) Technical capacity

Information and formalities necessary for evaluating if requirements are met:

Candidates will be assessed in accordance with Part 4 of the Public Contracts Regulations 2006, as amended (implementing Title II, Chapter V11, Section 2 of Directive 2004/18/EC), on the basis of information provided in response to the Request for Proposal

The sourcing documents can be accessed at:
<https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in III.2.1

The Contracting Authority may have regard to any of the following means in its assessment:

- (a) A list of the reasonably similar training facilitation contracts carried out over the services carried out in the past three years, accompanied by references of satisfactory execution for the most important service contracts. These references shall indicate the value, date and operational area of the training services contracts.
- (b) An schedule of the numbers of staff/persons involved, whether or not belonging directly to the economic operator's undertaking, any staff responsible for quality control
- (c) A description of the facilities and measures used by the supplier or service provider for ensuring quality. A description of the QUALITY ASSURANCE system(s).
- (d) Where the training services to be supplied are complex or, exceptionally, are required for a special purpose, a check carried out by the contracting authorities or on their behalf by a competent official body of the country in which the Bidder or service provider is established, subject to that body's agreement, on the production capacities of the supplier or the technical capacity of the service provider.
- (e) the professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons e.g. professionals/trainers/director responsible for providing the training services or managing the work.
- (f) for training services contracts, and if appropriate cases, an indication of the environmental management measures that the economic operator will be able to apply when performing the contract. (If applicable)
- (g) a statement of the average annual manpower of the service provider or contractor and the number of teaching/training staff for the last three years?.
- (h) a statement of the resources available to the service provider for carrying out the contract and intended to be available if this contract awarded
- (i) an indication of ANY proportion of the contract

which the services provider intends possibly to subcontract.

(j) An quality certificates drawn up by recognised competence attesting the conformity of training services, clearly identified by references to specifications or standards.

Minimum level(s) of standards possibly required (if applicable):

BIS is aware that some of those who may wish to bid for the contract for the management and administration of the matrix Standard do themselves need to be matrix certified in order to carry out other work that they do.

The fact that a bidder is already required to maintain a matrix Standard certification should be disclosed in the tender response, but will not preclude the bid from being evaluated.

As a result of discussions with the successful bidder, BIS may propose that they consider gaining matrix Standard certification (if they do not already hold it) for the information, advice and guidance services they provide.

BIS will ensure when renewal of certification is due, or initial assessment is requested, that objectivity is maintained.

III.2.4) Information about reserved contracts (if applicable)

- The contract is restricted to sheltered workshops
- The execution of the contract is restricted to the framework of sheltered employment programmes

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Information about a particular profession

Execution of the service is reserved to a particular profession

- yes
- no

If yes, reference to the relevant law, regulation or administrative provision

Contract assessments are carried out by independent matrix practitioners

BIS is aware that some of those who may wish to bid for the contract for the management and administration of the matrix Standard do themselves need to be matrix certified in order to carry out other work that they do.

The fact that a bidder is already required to maintain a matrix Standard certification should be disclosed in the tender response, but will not preclude the bid from being evaluated.

As a result of discussions with the successful bidder, BIS may propose that they consider gaining matrix Standard certification (if they do not already hold it) for the information, advice and guidance services they provide.

BIS will ensure when renewal of certification is due, or initial assessment is requested, that objectivity is maintained.

III.3.2) Staff responsible for the execution of the service

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service

- yes
- no

Section IV: Procedure

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure

- Open
- Restricted
- Accelerated restricted
- Negotiated
- Accelerated negotiated
- Competitive dialogue

(for *Accelerated restricted* only)

Justification for the choice of accelerated procedure

(for ***Negotiated*** only)

Candidates already been selected? (if applicable)

- yes
 no

If yes, provide names and addresses of economic operators already selected under Section VI.3) Additional Information

(for ***Accelerated negotiated*** only)

Justification for the choice of accelerated procedure

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate (restricted and negotiated procedures, competitive dialogue)

Envisaged number of operators

OR envisaged minimum number

and, if applicable, maximum number

Objective criteria for choosing the limited number of candidates:

IV.1.3) Reduction of the number of operators during the negotiation or dialogue (negotiated procedure, competitive dialogue)

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

- yes
 no

IV.2) AWARD CRITERIA

IV.2.1) Award criteria (please tick the relevant box(es))

- Lowest price
 OR the most economically advantageous tender in terms of

(select an option below):

- The criteria stated below (the award criteria should be given with their weighting or in descending order of importance where weighting is not possible for demonstrable reasons)
- OR the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

	Criteria	Weighting
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

IV.2.2) An electronic auction will be used

An electronic auction will be used

- yes
- no

If yes, additional information about electronic auction (if appropriate)

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority (if applicable)

UK SBS PS150010

IV.3.2) Previous publication(s) concerning the same contract

- yes
- no

If, yes (click one only)

- Prior information notice
- Notice on a buyer profile

Notice number in
OJ:

of (dd/mm/yyyy):

Other previous publications (if applicable)



Notice number in
OJ:

of (dd/mm/yyyy):

Notice number in
OJ:

of (dd/mm/yyyy):

IV.3.3) Conditions for obtaining specifications and additional documents (except for a DPS) or descriptive document (in case of a competitive dialogue)

Time-limit for receipt of requests for documents or for accessing documents

Date (dd/mm/yyyy): 14/09/2015

Time: 12:00

Payable documents

yes

no

(If yes, give figures only) Price:

Currency: GBP

Terms and method of payment:

IV.3.4) Time-limit for receipt of tenders or requests to participate

Date (dd/mm/yyyy): 18/09/2015

Time: 14:00

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates (if known) (in case of restricted and negotiated procedures, and competitive dialogue)

Date (dd/mm/yyyy):

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up

Any EU official language

Official EU languages(s)

bg

es

cs

da

de

et

el

en

fr

it

lv

lt

hu

mt

nl

pl

pt

ro

sk

sl

fi

sv

Other:

IV.3.7) Minimum time frame during which the tenderer must maintain the tender (open procedure)

Until (dd/mm/yyyy):

OR Duration (from date stated for receipt of tenders):

in Months:

or Days: 90

IV.3.8) Conditions for opening tenders

Date (dd/mm/yyyy): 18/09/2015

Time: 14:01

Place (if applicable): Electronically, via web based portal

Persons authorised to be present at the opening of tenders (if applicable)

yes

no

Electronically, via web-based portal

Section VI: Complementary information

VI.1) Information about recurrence(if applicable)

This is a recurrent procurement

yes

no

If yes, estimated timing for further notices to be published

VI.2) Information about European Union Funds

The contract is related to a project and/or programme financed by European Union funds

yes

no

If yes, reference to project(s) and/or programme(s):

VI.3) ADDITIONAL INFORMATION (if applicable)

The Contracting Authority expressly reserves the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it may see fit to the content and structure of the procurement; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

If the Contracting Authority decides to enter into a Contract Agreement with the successful supplier, this does not mean that there is any guarantee of subsequent contracts being awarded.

Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of Bidders.

Any orders placed under this Agreement will form a separate contract under the scope of this Contract Agreement between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the Contract may reserve the right to use any electronic portal during the life of the agreement.

The value provided in Section II.1.4 is only an estimate. We cannot guarantee to Bidders any business through this agreement.

UK Shared Business Services Ltd wishes to establish a Agreement with a sole supplier contract to run and manage the matrix standard . Invoices for programme delivery of assessment fees and daily rates at the agreed rates to third party clients should be submitted directly to those clients for their payment . For full details please Background of and Specification of the Management of the BIS matrix standard in Section 4 of the RFP Request for Proposal Document"

VI.4) PROCEDURES FOR APPEAL

VI.4.1) Body responsible for appeal procedures

Official name:

Postal address:

Town:

Postal Code:

Country:

E-Mail:

Telephone

Internet address
(URL)

Fax:

Body responsible for mediation process (if applicable)

Official name:

Postal address:

Town:

Postal Code:

Country:

E-Mail:

Telephone

Internet address
(URL)

Fax:

VI.4.2) Lodging of appeals (please fill heading VI.4.2 OR, if need be, heading VI.4.3)

Precise information on deadline(s) for lodging appeals:

Precise information on deadline(s) for lodging appeals
The Contracting Authority will notify each and all suppliers why they were unsuccessful at stages of this tender exercise. Such additional information should be requested from the address in section I.1. The Public Contracts (Amendment) Regulations 2009 also clarify that a letter received from an unsuccessful bidder is not in itself enough to extend the legal standstill period and prevent the authority signing the contract. To do so, a bidder must actually go to court, issue proceedings, and serve them. If an appeal regarding the award of the contract has not been successfully resolved, the Public Contracts Regulations 2006 (SI 2006 No 5) as amended by The Public Contracts (Amendment) Regulations 2009, provide for aggrieved parties who have been harmed or are at a risk of harm by breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

VI.4.3) Service from which information about the lodging of appeals may be obtained

Official name: UK Shared Business Services Ltd.

Postal address: North Star House, North Star Way

Town: Swindon

Postal Code: SN2 1FF

Country: UK

E-Mail: policy@uksbs.co.uk

Telephone

Internet address www.uksbs.co.uk
(URL)

Fax:

VI.5) DATE OF DISPATCH OF THIS NOTICE (dd/mm/yyyy)

30/07/2015

Annex A: Additional addresses and contact points

I) ADDRESSES AND CONTACT POINTS FROM WHICH FURTHER INFORMATION CAN BE OBTAINED

Official name:

National ID:(if known)

Postal address:

Town:

Postal Code:

Country:

Contact point(s):

For the attention of

Telephone

Fax:

E-Mail:

Internet address
(URL)

II) ADDRESSES AND CONTACT POINTS FROM WHICH SPECIFICATIONS AND ADDITIONAL DOCUMENTS CAN BE OBTAINED

(INCLUDING DOCUMENTS FOR COMPETITIVE DIALOGUE AS WELL AS A DYNAMIC PURCHASING SYSTEM)

Official name: UK Shared Business Services Ltd

National ID:(if known)
Postal address: North Star House, North Star Avenue
Town: Swindon
Postal Code: SN2 1FF
Country: UK
Contact point(s): JOHN WELCH
For the attention of
Telephone
Fax:
E-Mail: ExpressionOfInterest@ccs.gsi.gov.uk
Internet address (URL) <http://ccs.cabinetoffice.gov.uk/i-am-supplier/respond-tender>

III) ADDRESSES AND CONTACT POINTS TO WHICH TENDERS/REQUESTS TO PARTICIPATE MUST BE SENT

Official name: UK Shared Business Services Ltd
National ID:(if known)
Postal address: North Star House, North Star Avenue
Town: Swindon
Postal Code: SN2 1FF
Country: UK
Contact point(s): John Welch
For the attention of
Telephone
Fax:
E-Mail: ExpressionOfInterest@ccs.gsi.gov.uk
Internet address (URL) <http://ccs.cabinetoffice.gov.uk/i-am-supplier/respond-tender>

IV) Address of the other contracting authority on behalf of which the contracting authority is purchasing

Official name: The Department of Business, Innovation and Skills
National ID:(if known)

Postal address: 1 Victoria Street

Town: London

Post code: SW1H 0ET

Country: UK

----- (Use Annex A section IV as many times as necessary) -----

IV) Address of the other contracting authority on behalf of which the contracting authority is purchasing

Official name: The Department of Business, Innovation and Skills

National ID:(if known)

Postal address: 1 Victoria Street

Town: London

Post code: SW1H 0ET

Country: UK

----- (Use Annex A section IV as many times as necessary) -----

Annex B: Information about lots

Lot No

Lot Title

1) SHORT DESCRIPTION

LOTS NOT APPLICABLE FOR THIS TENDER

2) COMMON PROCUREMENT VOCABULARY (CPV)

Main object []

Additional objects []

3) QUANTITY OR SCOPE

(If known, give figures only) Estimated cost excluding VAT:

Currency: GBP

OR Range: between

and

Currency: GBP

4) INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION (if applicable)

Duration (from the award of the contract)

in Months:

or Days:

-- OR (in dd/mm/yyyy) --

starting:

completion:

5) ADDITIONAL INFORMATION ABOUT LOTS

----- (Use this annex as many times as there are lots) -----