

Contract notice

Section I: Contracting authority	
Name, addresses and contact point(s)	
Official name:	The contracting authority is the Secretary of State for Business Innovation and Skills acting through the Skills Funding Agency (SFA).
National ID: (if known)	
Postal address:	Cheylesmore House, Quinton Road
Town:	Coventry
Postal code:	CV1 2WT
Country:	United Kingdom
Contact point(s)	
For the attention of:	Responsible Officer Senior
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	+44 8450194170
E-mail:	procurementhelp@sfa.bis.gov.uk
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	+44 2476823675
Internet address(es): (if applicable)	
General address of the contracting authority: (URL)	www.gov.uk/.../department-for-business-innovation-skills
Address of the buyer profile: (URL)	
Electronic access to information: (URL)	
Electronic submission of tenders and requests to participate: (URL)	
Further information can be obtained from	The above mentioned contact point(s)
Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from	The above mentioned contact point(s)
Tenders or requests to participate must be sent to	The above mentioned contact point(s)
I.2) Type of the contracting authority	
Authority	Body governed by public law
Other (please specify)	
Activity	Education
Other (please specify)	
The contracting authority is purchasing on behalf of other contracting authorities	no
Address of the other contracting authority on behalf of which the contracting authority is purchasing	
Section II: Object of the contract	
II.1) Description	
II.1.1) Title attributed to the contract by the contracting authority	To procure the services of organisations to deliver activity to support individuals who are NEET on behalf of The Secretary of State for Business, Innovation and Skills acting through the Skills Funding Agency (SFA) for delivery in Worcestershire Local Enterprise Partnership (LEP) area
II.1.2) Type of contract and location of works, place of delivery or of performance (choose one category only - works, supplies or services - which corresponds most to the specific object of your contract or purchase(s))	Services
Type	
Type	
Service category No: (Please see Annex C1 for service categories)	24: Education and vocational education services
Main site or location of works, place of delivery or of performance:	
NUTS code	
Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)	
The notice involves a public contract	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)	

Number	
or (if applicable) maximum number of participants to the framework agreement envisaged	
Duration of the framework agreement	
Duration in years	
or in months:	
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:	
or Range: between	
and	
Currency:	
Frequency and value of the contracts to be awarded: (if known)	
II.1.5) Short description of the contract or purchase(s)	Delivery of Education & Vocational training services activity funded through the European Social Fund (ESF) to support individuals who are NEET or in danger of becoming NEET identified in the Local Enterprise Partnership (LEP) area mentioned at II.1.1 above
II.1.6) Common procurement vocabulary (CPV)	
Main object	80000000
Additional object(s)	
II.1.7) Information about Government Procurement Agreement (GPA)	
The contract is covered by the Government Procurement Agreement (GPA)	yes
II.1.8) Lots (for information about lots, use Annex B as many times as there are lots)	
This contract is divided into lots: (if yes) Tenders may be submitted for	no
II.1.9) Variants will be accepted	
II.2) Quantity or scope of the contract	
II.2.1) Total quantity or scope: (including all lots, renewals and options, if applicable) (if applicable, give figures only) Estimated value excluding VAT:	
or Range: between	
and	
Currency:	
II.2.2) Options (if applicable)	yes
(if yes) Description of these options:	As indicated within the Contract for Services included within this Invitation to Tender, the Contract may be extended for up to a maximum of 12 months
(if known) Provisional timetable for recourse to these options:	
in months:	
or in days: (from the award of the contract)	
II.2.3) Information about renewals (If applicable)	
This contract is subject to renewal	
Number of possible renewals: (if known)	
or	
Range: between	
and	
(if known) In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:	
in months:	
or in days (from the award of the contract):	
II.3) Duration of the contract or time limit for completion	
Duration in months:	
or in days: (from the award of the contract)	
or Starting (dd/mm/yyyy)	
Completion (dd/mm/yyyy)	31/03/2018
Section III: Legal, economic, financial and technical information	

III.1) Conditions relating to the contract	
III.1.1) Deposits and guarantees required: (if applicable)	
III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them	All successful bidders will have to have had their Financial Health checked by the SFA following its procedures shown on its website
III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded: (if applicable)	At the time of contract award all organisations seeking to be considered for a contract must be a legal entity
III.1.4) Other particular conditions (if applicable)	
The performance of the contract is subject to particular conditions	
(if yes) Description of particular conditions:	
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 the requirements are met:	Once you have been invited into the Tender you will receive an email alert advising you to sign on to the SFA e-tendering portal with your normal Username and Password. You access the My ITTs' page. (This is a secure area reserved for your projects only) –You can now access any attachments by clicking 'Buyer Attachments' in the ITT Details' box 3. Responding to the tender – Click 'My Response' under ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) – You can now use the 'Messages' function to communicate with the buyer and seek any clarification – Note the deadline for completion, then follow the onscreen instructions to complete the ITT – There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk but please note neither of these will be able to offer any advice on the service being procured, this is only available by using the online message board.
III.2.2) Economic and financial ability	
Information and formalities necessary for evaluating if the requirements are met:	
Minimum level(s) of standards possibly required: (if applicable)	
III.2.3) Technical capacity	
Information and formalities necessary for evaluating if the requirements are met:	
Minimum level(s) of standards possibly required: (if applicable)	Candidates must have submitted a response to the Register Refresh which opened on 2 June 2015 indicating that they were interested in delivering to the LEP area covered and have been successful in that application.
III.2.4) Information about reserved contracts (if applicable)	
III.3) Conditions specific to services contracts	
III.3.1) Information about a particular profession	
(if yes) Reference to the relevant law, regulation or administrative provision:	
III.3.2) Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service	
Section IV: Procedure	
IV.1) Type of procedure	
IV.1.1) Type of procedure	Restricted
Justification for the choice of accelerated procedure:	
Some candidates have already been selected (if appropriate under certain types of negotiated procedures)	
(if yes, provide names and addresses of economic operators already selected under Section VI.3 Additional information)	
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)	

Postal code	
Country	
(if applicable) Place:	
Persons authorised to be present at the opening of tenders (if applicable)	
list of person	
Section VI: Complementary information	
VI.1) This is a recurrent procurement (if applicable)	
(if yes) Estimated timing for further notices to be published:	
VI.2) The contract is related to a project and/or programme financed by European Union funds	yes
(if yes) Reference to project(s) and/or programme(s):	Once you have been invited into the Tender you will receive an email alert advising you to sign on to the SFA e-tendering portal with your normal Username and Password. You access the My ITTs' page. (This is a secure area reserved for your projects only) –You can now access any attachments by clicking 'Buyer Attachments' in the ITT Details' box 3. Responding to the tender – Click 'My Response' under ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) – You can now use the 'Messages' function to communicate with the buyer and seek any clarification – Note the deadline for completion, then follow the onscreen instructions to complete the ITT – There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk but please note neither of these will be able to offer any advice on the service being procured, this is only available by using the online message board.
VI.3) Additional information: (if applicable)	The Contracting Authority intends to use an eTendering system in this procurement exercise
VI.4) Procedures for appeal	
VI.4.1) Body responsible for appeal procedures	
Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
E-mail	
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Internet address: (URL)	
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Body responsible for mediation procedures (if applicable)	
Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
E-mail	
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Internet address: (URL)	
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
VI.4.2) Lodging of appeals (please fill in heading VI.4.2 or if need be, heading VI.4.3)	
Precise information on deadline(s) for lodging appeals:	Once you have been invited into the Tender you will receive an email alert advising you to sign on to the SFA e-tendering portal with your normal Username and Password. You access the My ITTs' page. (This is a secure area reserved for your projects only) –You can now access any attachments by clicking 'Buyer Attachments' in the ITT Details' box 3. Responding to the tender – Click 'My Response' under ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) – You can now use the 'Messages' function to communicate with the buyer and seek any clarification – Note the deadline for completion, then follow the onscreen instructions to complete the ITT – There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk but please note neither of these will be able to offer any advice on the service being procured, this is only available by using the online message board.

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

Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
E-mail	
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Internet address: (URL)	
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
VI.5) Date of dispatch of this notice (dd/mm/yyyy):	04/01/2016

Annex A**Additional addresses and contact points****I) Addresses and contact points from which further information can be obtained**

Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
Contact point(s)	
For the attention of	
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
E-mail	
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Internet address: (URL)	

II) Addresses and contact points from which specifications and additional documents can be obtained

Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
Contact point(s)	
For the attention of	
Telephone: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
E-mail	
Fax: Examples: +49 12345678 +49 12345678-0001 +49 12345678/79/80/81 +49 12345678/+49 987654321 or +49 9988776655	
Internet address: (URL)	

III) Addresses and contact points to which tenders/requests to participate must be sent

Official name	
National ID	
Postal address	
Town	
Postal code	
Country	
Contact point(s)	
For the attention of	

Telephone: Examples: +49 12345678 +49
12345678-0001 +49 12345678/79/80/81 +49
12345678/+49 987654321 or +49 9988776655

E-mail

Fax: Examples: +49 12345678 +49 12345678-0001
+49 12345678/79/80/81 +49 12345678/+49
987654321 or +49 9988776655

Internet address: (URL)