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**UK-London: training services
2012/S 160-267315**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1) Name, addresses and contact point(s)

Foreign & Commonwealth Office
King Charles Street
For the attention of: Martyn Redway
SW1A 2AH London
UNITED KINGDOM
E-mail: Martyn.Redway@fco.gov.uk

Internet address(es):

General address of the contracting authority: www.fco.gov.uk/en/about-us/working-for-us/contracts-procurement/

Address of the buyer profile: <https://fco.bravosolution.co.uk>

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

Other: FCO on behalf of specified HM Government Departments as listed in Specification Annex A (i)

I.3) Main activity

General public services
Other: Foreign Affairs

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Section II: Object of the contract

II.1) Description

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

CSPT LD 04 - provision of language training by prime provider including training delivery, administration and premises.

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

Services

Service category No 24: Education and vocational education services

Main site or location of works, place of delivery or of performance: UK.

NUTS code UK

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

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 foreign & commonwealth office is the lead department for a HM Government requirement for the provision of language training including language delivery, administration services and the provision of premises.

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

80500000, 80510000, 80000000

II.1.7) **Information about Government Procurement Agreement (GPA)**

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

II.1.8) **Lots**

This contract is divided into lots: no

II.1.9) **Information about variants**

Variants will be accepted: no

II.2) **Quantity or scope of the contract**

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

Estimated value excluding VAT:

Range: between 5 000 000 and 10 000 000 GBP

II.2.2) **Information about options**

Options: yes

Description of these options: 3 year contract with option for 1 + 1 extension

II.2.3) **Information about renewals**

II.3) **Duration of the contract or time limit for completion**

Duration in months: 36 (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:**

The Authority reserves the right to require a Parent Company Guarantee and / or Contract Performance Bond.

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

Fixed price contract with payments made monthly in arrears. The Authority will settle correctly worded and adequately supported invoices within 30 days of receipt.

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

Joint & Several Liability.

III.1.4) **Other particular conditions**

The performance of the contract is subject to particular conditions: 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 the requirements are met: Suppliers instructions how to express interest in this tender:

1. Register your company on the eSourcing portal (this is only required once) - Browse to the eSourcing Portal: <https://fco.bravosolution.co.uk> and click the link to register - Accept the terms and conditions and click 'continue' - Enter your correct business and user details - Note the username you chose and click 'Save' when complete - You will shortly receive an email with your unique password (please keep this secure);
2. Express an Interest in the tender - Login to the portal with the username/password - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant PQQ/ ITT to access the content. - Click the 'Express Interest' button at the top of the page. - This will move the PQQ /ITT into your 'My PQQs/ 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 'PQQ/ ITT Details' box;
3. Responding to the tender - Click 'My Response' under 'PQQ/ 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 PQQ/ 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.

III.2.2) **Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: See ITT (invitation to tender).

Minimum level(s) of standards possibly required: See ITT (invitation to tender).

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met:

See ITT (invitation to tender).

Minimum level(s) of standards possibly required:

See ITT (invitation to tender).

III.2.4) **Information about reserved contracts**

III.3) **Conditions specific to services contracts**

III.3.1) **Information about a particular profession**

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

Section IV: Procedure

IV.1) **Type of procedure**

IV.1.1) **Type of procedure**

Open

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

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) **Information about electronic auction**

An electronic auction will be used: no

IV.3) **Administrative information**

- IV.3.1) **File reference number attributed by the contracting authority:**
CSPT LD 04
- IV.3.2) **Previous publication(s) concerning the same contract**
Prior information notice
- IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**
- IV.3.4) **Time limit for receipt of tenders or requests to participate**
1.10.2012 - 12:00
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
- 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**
Duration in months: 6 (from the date stated for receipt of tender)
- IV.3.8) **Conditions for opening tenders**
Date: 1.10.2012
Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

- VI.1) **Information about recurrence**
This is a recurrent procurement: no
- VI.2) **Information about European Union funds**
The contract is related to a project and/or programme financed by European Union funds: no
- VI.3) **Additional information**
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**
- 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:**
17.8.2012