



EUROPEAN UNION

Publication of Supplement to the Official Journal of the European Union  
 2, rue Mercier, L-2985 Luxembourg Fax: (352) 29 29 42 670  
 Email: mp-ojs@opoce.cec.eu.int Info & on-line forms:  
<http://simap.eu.int>

**CONTRACT NOTICE**

**SECTION I: CONTRACTING AUTHORITY**

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

<b>Official name:</b> Skills Funding Agency		
<b>Postal address:</b> Cheylesmore House, Quinton Road		
<b>Town:</b> Coventry	<b>Postal code:</b> CV1 2WT	<b>Country:</b> GB
<b>Contact point(s):</b> For the attention of: Senior Responsible Officer		<b>Telephone:</b>
<b>Email:</b>	<b>Fax:</b>	

<p><b>Internet address(es) (if applicable)</b>                  General address of the contracting authority (URL):                   Address of the buyer profile (URL):</p>
---

**Further information can be obtained at:**

- As in above-mentioned contact point(s)

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

- As in above-mentioned contact point(s)

**Tenders or requests to participate must be sent to:**

- As in above-mentioned contact point(s)

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

**Authority**

- Body governed by public law

**Other (please specify)**

---

**Activity**

- 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)**

**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

Contract(s) for the services of organisations to manage the issue of ESF Community Grants

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))

■ (c) Services

Type

Type

Service category: No (For service categories 1-27, please see Annex II of Directive 2004/18/EC)

■ 24: Education and vocational education services

Main site or location of works

NUTS code

### II.1.3) The notice involves

### 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 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:**

---

**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)**

For organisation(s) to manage the issue of ESF Community Grants in eight Skills Funding Agency regions across England

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

	Main vocabulary	Supplementary vocabulary (if applicable)
Main object	80000000	
Additional object(s)	79400000	

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

yes

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

**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 and options, if applicable)**

---

---

---

**If applicable, estimated value excluding VAT (give figures only)**

---

**OR Range: between**

---

**and**

---

**Currency:**

**II.2.2) Options (if applicable)**

**If yes, description of these options:**

---

---

---

**If known, provisional timetable for recourse to these options:**

**in months:**

---

**or days:**

---

**Number of possible renewals (if any)**

---

**or**

**Range: between**

---

**and**

---

**If known, in the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:**

**in months:**

---

**or days:**

---

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

**Duration in months:**

36

**or days:**

---

**OR Starting**

---

**Completion**

---

**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 regulating them**

The Skills Funding Agency standard Terms and Conditions for Payment will apply

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

Any organisation with which the Skills Funding Agency contracts must be a legal entity

**III.1.4) Other particular conditions to which the performance of the contract is subject If yes, (if applicable)**

**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 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://lsc.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 "PQs / 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 in the "Actions" box on the left-hand side of the page - This will move the PQQ /ITT into your "My PQs/ My ITTs" page. (This is a secure area reserved for your projects only) - You can now access any attachments by clicking the "Settings and Buyer Attachments" in the "Actions" box 3. Responding to the tender - You can now choose to

“Reply” or “Reject” (please give a reason if rejecting) - 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 publish your reply using the publish button in the “Actions” box on the left-hand side 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 capacity

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

This information will be sought and evaluated at the pre-qualification stage

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

---

---

---

### III.2.3) Technical capacity

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

This information will be sought and evaluated at the pre-qualification stage and tender stages

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

---

---

---

### III.2.4) Reserved contracts (if applicable)

no

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) Execution of the service is reserved to a particular profession**

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

---

---

---

**III.3.2) Legal entities 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:

---

---

---

Candidates have already been selected

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)

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

**IV.2) AWARD CRITERIA**

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

■ 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

	Criteria	Weighting

IV.2.2) An electronic auction will be used

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

---



---



---

**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**

If yes,

Notice number in OJ:

---

of

---

**Other previous publications (if applicable)**

Notice number in OJ:

---

of

---

Notice number in OJ:

---

of

---

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

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

**Date:**

---

**Time:**

---

**Payable documents**

**If yes, price (give figures only)**

---

**Currency:**

**Terms and method of payment:**

---

---

---

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

**Date:**

21/09/2010

**Time:**

17:00

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

---

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

- BG
- CS
- DA
- DE
- EL
- EN
- ES
- ET
- FI
- FR
- GA
- HU
- IT
- LV
- LT
- MT

- NL
- PL
- PT
- RO
- SK
- SL
- SV

**Other:**

---

---

---

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

**Until:**

---

**OR Duration in month(s):**

---

**or days: (from the date stated for receipt of tender)**

120

**IV.3.8) Conditions for opening tenders**

**Date:**

---

**Time:**

---

**Place (if applicable)**

---

---

---

**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) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

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

---



---



---

**VI.3) ADDITIONAL INFORMATION (if applicable)**

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

**VI.4) PROCEDURES FOR APPEAL**

**VI.4.1) Body responsible for appeal procedures**

Official name:		
Postal address:		
Town:	Postal code:	Country:
Email:	Telephone:	
Internet address (URL):	Fax:	

**Body responsible for mediation procedures (if applicable)**

Official name:		
Postal address:		
Town:	Postal code:	Country:
Email:	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:**

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

Official name:		
Postal address:		
Town:	Postal code:	Country:
Email:	Telephone:	
Internet address (URL):	Fax:	

**VI.5) DATE OF DISPATCH OF THIS NOTICE:**

**(NOTE: The dispatch date will be automatically updated when the notice is submitted for publication).**

19/08/2010

**ANNEX A**

**ADDITIONAL ADDRESSES AND CONTACT POINTS**

