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Tender

## **Computer-user familiarisation and training services**

Westminster City Council

F02: Contract notice

Notice identifier: 2021/S 000-001385

Procurement identifier (OCID): ocds-h6vhtk-003c88-integration

Published 4 May 2021, 1:04pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Westminster City Council

London

##### **Email**

[Hjacobs@westminster.gov.uk](mailto:Hjacobs@westminster.gov.uk)

##### **Country**

United Kingdom

##### **NUTS code**

UKI3 - Inner London – West

##### **Internet address(es)**

Main address

[www.capitalesourcing.com](http://www.capitalesourcing.com)

#### **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

#### **I.4) Type of the contracting authority**

Regional or local authority

#### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Computer-user familiarisation and training services

#### **II.1.2) Main CPV code**

- 80500000 - Training services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

United Kingdom-London: Computer-user familiarisation and training services

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 80500000 - Training services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom
- UKI3 - Inner London – West

### **II.2.4) Description of the procurement**

The Westminster City Council seeks expressions of interest for suppliers to enter a two lot framework agreement to deliver digital training.

— Lot 1 Is an ERDF Funded project and it relates to provision of digital training and business support as part of the Digital Street Markets Project for market traders and SMEs within Westminster. As part of the funding, this opportunity is required to be published in the OJEU. This is a one supplier lot.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 80500000 - Training services

### **II.2.3) Place of performance**

NUTS codes

- UKI3 - Inner London – West

### **II.2.4) Description of the procurement**

The Westminster City Council seeks expressions of interest for suppliers to enter a two lot framework agreement to deliver digital training.

— Lot 1 Is an ERDF Funded project and it relates to provision of digital training and business support as part of the Digital Street Markets Project for market traders and SMEs within Westminster. As part of the funding, this opportunity is required to be published in the OJEU. This is a one supplier lot.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

26

This contract is subject to renewal

Yes

Description of renewals

Lot 2 is for the provision of digital training and business support for the wider council and it a multi supplier lot with up to 4 suppliers and call off will be via a mini competition.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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### **Section IV. Procedure**

#### **IV.1) Description**

##### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

#### **IV.2) Administrative information**

##### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

1 July 2021

Local time

1:00am

##### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

##### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

##### **IV.2.7) Conditions for opening of tenders**

Date

14 July 2021

Local time

2:00am

Place

A commercial manager who is independent of the evaluation panel will open the tender.

Information about authorised persons and opening procedure

A commercial manager who is independent of the evaluation panel will open the tender.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court Of Justice

London

Country

United Kingdom