

IRELAND: BUSINESS AND MANAGEMENT CONSULTANCY AND RELATED SERVICES 2024-014 THE PROVISION OF COORDINATION AND FACILITATION SERVICES TO THE ENTERPRISE IRELAND MENTOR NETWORK PROGRAMME

Contract or concession notice – standard regime

1 Buyer

1.1 Buyer

Official name: Enterprise Ireland

Legal type of the buyer: Body governed by public law

Activity of the contracting authority: Economic affairs

2 Procedure

2.1 Procedure

Title: 2024-014 The Provision of Coordination and Facilitation Services to the Enterprise Ireland Mentor Network Programme

Description: Enterprise Ireland requires the services of a competent service provider to provide coordination services to the Enterprise Ireland Mentor Network Programme. The Mentor Network Programme matches new, early stage and established business owners with experienced businesses mentors, who act as a sounding board to clients, offering support in navigating a key strategic and operational issue in a client's specific business sector. The principal role of the mentor coordinator is to review company applications to confirm compliance with mentorship guidelines, followed by arranging discussions with the client company to understand their specific challenges. The coordinator must then ensure the client company is matched with the appropriate mentor for the specific issue identified in a timely manner and facilitate the coordination around the engagement as set out in the ITT document. Tender Responses must be uploaded in a ZIP FILE format.

Procedure identifier: 87fe7cf7-0c94-433f-9201-07e7485c92d0

Type of procedure: Open

The procedure is accelerated: no

Justification for the accelerated procedure:

Main features of the procedure:

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79400000 Business and management consultancy and related services

Additional classification (cpv): 79410000 Business and management consultancy services

Additional classification (cpv): 79411000 General management consultancy services

Additional classification (cpv): 79411100 Business development consultancy services

Additional classification (cpv): 79900000 Miscellaneous business and business-related services

Additional classification (cpv): 79990000 Miscellaneous business-related services

Additional classification (cpv): 79996000 Business organisation services

2.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

2.1.3 Value

Maximum value of the framework agreement: 220 000 Euro

2.1.4 General information

Additional information: (1) Interested parties must associate their organisation with this competition on the eTenders web site (www.etenders.gov.ie) in order to be included on the mailing list for clarifications and to upload tender responses. To do this you must do the following: Log-in to the eTenders portal; Locate the competition using the Advanced Search by searching under the Contracting Authority or Resource ID. Click on the hyperlink for the competition which will bring you to the Cft Workspace. In the Show Cft Menu for the competition click on the "Expression of Interest in the drop-down menu. Complete the Association with the Cft tab. This will then provide you with a link to Tender under the Show Cft Menu where you can prepare your submission. (2) When finalising your tender submission please upload your final response as a ZIP file as individual documents may lose their titles if uploaded individually. Also ensure that you receive a message under the status header called Submitted, as the percentage tab does not necessarily imply you have successfully submitted your response. (3) There is a maximum upload limit of 250MB per file and 500MB per tender submission. (4) Suppliers should note the following when making their submission suppliers must ensure that they give themselves sufficient time to upload & submit all required documentation before the submission deadline. Suppliers should consider the fact that upload speeds vary and that the new eTenders system operates in a different manner to the previous platform operated by EU-Supply. The submit button will be disabled automatically upon the expiration of the response deadline. (5) If you experience difficulty when uploading documents, please contact the eTenders Support Desk for technical assistance. Email irish-eproc-helpdesk@eurodym.com or Telephone: +353(0)818 001459 (09:00 – 17:00 hours). (6) Tenders submitted by any other means (including but not limited to email, post, messaging system on etenders or hand delivery) will not be accepted. (7) All information relating to attachments, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal (www.etenders.gov.ie) only. Registration is free of charge. The contracting authority will not accept responsibility for information relayed (or not relayed) via third parties. (8) All queries regarding this tender requirement or process must be submitted through the Irish Government Procurement Opportunities Portal www.etenders.gov.ie as a specific question. Responses will be circulated to those tenderers that have registered an interest in this notice on www.etenders.gov.ie. The details of the person making a query will not be disclosed when circulating the response (9) The contracting authority will not be responsible for any costs, charges or expenses incurred by candidates or tenderers. Contract award will be subject to the approval of the competent authorities. (10) Without prejudice to the principle of equal treatment, the contracting authority is not obliged to engage in a clarification process in respect of the procurement documents with missing or incomplete information. Therefore, respondents are advised to ensure that they return completed documentation in order to avoid the risk of elimination from the competition. (11) Where applicable, please note in relation to all documents, that where reference is made to a particular standard, make, source, process, trademark, type, or patent, that this is not to be regarded as a de facto requirement. In all such cases it should be understood that such indications are to be treated strictly and solely for reference purposes only, to which the words "or equivalent" will always be appended. (12) At its absolute discretion, the contracting authority may elect to terminate this procurement process, the framework agreement or any contract awarded under the framework agreement at any time.

Legal basis:

Directive 2014/24/EU

2.1.5 Terms of procurement

Terms of submission:

Maximum number of lots for which one tenderer can submit tenders: 0

2.1.6 Grounds for exclusion

Purely national exclusion grounds:

5 Lot

5.1 Lot technical ID: LOT-0001

Title: 2024-014 The Provision of Coordination and Facilitation Services to the Enterprise Ireland Mentor Network Programme

Description: Enterprise Ireland requires the services of a competent service provider to provide coordination services to the Enterprise Ireland Mentor Network Programme. The Mentor Network Programme matches new, early stage and established business owners with experienced businesses mentors, who act as a sounding board to clients, offering support in navigating a key strategic and operational issue in a client's specific business sector. The principal role of the mentor coordinator is to review company applications to confirm compliance with mentorship guidelines, followed by arranging discussions with the client company to understand their specific challenges. The coordinator must then ensure the client company is matched with the appropriate mentor for the specific issue identified in a timely manner and facilitate the coordination around the engagement as set out in the ITT document. Tender Responses must be uploaded in a ZIP FILE format.

Internal identifier: 0

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79400000 Business and management consultancy and related services

Additional classification (cpv): 79410000 Business and management consultancy services

Additional classification (cpv): 79411000 General management consultancy services

Additional classification (cpv): 79411100 Business development consultancy services

Additional classification (cpv): 79900000 Miscellaneous business and business-related services

Additional classification (cpv): 79990000 Miscellaneous business-related services

Additional classification (cpv): 79996000 Business organisation services

5.1.2 Place of performance

Country subdivision (NUTS): Dublin (IE061)

Country: Ireland

Additional information:

5.1.3 Estimated duration

Other duration: Unknown

5.1.5 Value

Estimated value excluding VAT: 220 000 Euro

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

5.1.7 Strategic procurement

Aim of strategic procurement: No strategic procurement

5.1.9 Selection criteria

Criterion:

Type: Other

Name: See Tender Documents

5.1.11 Procurement documents

Languages in which the procurement documents are officially available: English

Languages in which the procurement documents (or their parts) are unofficially available: English

Address of the procurement documents: <https://www.etenders.gov.ie/epps/cft/listContractDocuments.do?resourceId=4127042>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://www.etenders.gov.ie/epps/cft/viewTenders.do?resourceId=4127042>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Tenderers may submit more than one tender: Allowed

Deadline for receipt of tenders: 04/09/2024 12:00 +01:00

Information about public opening:

Opening date: 04/09/2024 12:30 +01:00

Place: <https://www.etenders.gov.ie/epps/cft/prepareViewCfTWS.do?resourceId=4127042>

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15 Techniques

Framework agreement:

Framework agreement, without reopening of competition

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

5.1.16 Further information, mediation and review

Review organisation: The High Court of Ireland

Organisation providing offline access to the procurement documents: Enterprise Ireland

Organisation receiving requests to participate: Enterprise Ireland

Organisation processing tenders: Enterprise Ireland

TED eSender: European Dynamics S.A.

8 Organisations

8.1 ORG-0001

Official name: Enterprise Ireland

Registration number: Unknown

Postal address: The Plaza, East Point Business Park

Town: Dublin

Postcode: D3 E5R6

Country: Ireland

Email: procurement@enterprise-ireland.com

Telephone: (01) 727 2000

Internet address: <https://www.enterprise-ireland.com/en/>

Buyer profile: <https://www.enterprise-ireland.com/en/>

Roles of this organisation:

Buyer

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

8.1 ORG-0002

Official name: The High Court of Ireland
Registration number: The High Court of Ireland
Department: The High Court of Ireland
Postal address: Four Courts, Inns Quay, Dublin 7
Town: Dublin
Postcode: D07 WDX8
Country: Ireland
Email: HighCourtCentralOffice@courts.ie
Telephone: +353 1 8886000
Roles of this organisation:
Review organisation

8.1 ORG-0003

Official name: European Dynamics S.A.
Registration number: 002024901000
Department: European Dynamics S.A.
Town: Athens
Country: Greece
Email: eproc-esender@eurodyn.com
Telephone: +30 2108094500
Roles of this organisation:
TED eSender

11 Notice information

11.1 Notice information

Notice identifier/version: dd094f01-3e41-4641-aba4-f520024bee3a - 01
Form type: Competition
Notice type: Contract or concession notice – standard regime
Notice dispatch date: 13/08/2024 15:10 +01:00
Languages in which this notice is officially available: English

11.2 Publication information