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Tender

## **THE PROVISION OF PAY AND REWARD SUPPORT INCLUDING LEGAL ADVICE**

Health & Safety Executive

F02: Contract notice

Notice identifier: 2023/S 000-000256

Procurement identifier (OCID): ocids-h6vhtk-03953c

Published 5 January 2023, 12:45pm

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

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

Health & Safety Executive

Redgrave Court, Merton Road

BOOTLE

L207HS

#### **Email**

[tenders@hse.gov.uk](mailto:tenders@hse.gov.uk)

#### **Telephone**

+44 2030284392

#### **Country**

United Kingdom

#### **Region code**

UKD73 - Sefton

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.tenders@hse.gov.uk](mailto:www.tenders@hse.gov.uk)

Buyer's address

[www.tenders@hse.gov.uk](mailto:www.tenders@hse.gov.uk)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://in-tendhost.co.uk/hse>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/hse>

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

Ministry or any other national or federal authority

**I.5) Main activity**

Health

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## **Section II: Object**

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

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

THE PROVISION OF PAY AND REWARD SUPPORT INCLUDING LEGAL ADVICE

Reference number

HSE/T4320A

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

- 79110000 - Legal advisory and representation services

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

Services

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

- Develop a robust implementation plan for the proposed CBP approach in HSE - this should include, but is not limited to, including ensuring underpinning capability frameworks are fit for purpose, producing appropriate supporting material and templates, processes are mapped and transparent etc.
- Support HSE in the delivery of that implementation plan to ensure HSE is ready (culturally and operationally) to operate the CBP system and process as designed ie
  - o Design and develop appropriate training approach inc plan, content and supporting material
  - o Design and develop an engagement and communications approach including collateral.
  - o Test the approaches above eg via a short pilot (not CBP itself, but the training and engagement approaches) and learning and adjusting through feedback
  - o Provide separately costed options for training delivery by the supplier and supporting in house delivery
- Ensure HSE is equipped to deliver the above in the long term
- Provide HSE with legally privileged advice as necessary on the legal implications of any decisions during the implementation period and in the longer term.

### **II.1.5) Estimated total value**

Value excluding VAT: £100,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79414000 - Human resources management consultancy services

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

NUTS codes

- UK - United Kingdom

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

- Develop a robust implementation plan for the proposed CBP approach in HSE - this should include, but is not limited to, including ensuring underpinning capability frameworks are fit for purpose, producing appropriate supporting material and templates, processes are mapped and transparent etc.
- Support HSE in the delivery of that implementation plan to ensure HSE is ready (culturally and operationally) to operate the CBP system and process as designed ie
  - o Design and develop appropriate training approach inc plan, content and supporting material
  - o Design and develop an engagement and communications approach including collateral.
  - o Test the approaches above eg via a short pilot (not CBP itself, but the training and engagement approaches) and learning and adjusting through feedback
  - o Provide separately costed options for training delivery by the supplier and supporting in house delivery
- Ensure HSE is equipped to deliver the above in the long term
- Provide HSE with legally privileged advice as necessary on the legal implications of any decisions during the implementation period and in the longer term.

### **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

9

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

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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: No

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

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

Date

27 January 2023

Local time

12:00pm

#### **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: 9 (from the date stated for receipt of tender)

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

Date

30 January 2023

Local time

8:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

HSE

Liverpool

Country

United Kingdom