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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): ocds-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

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

Buyer's address

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

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

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

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