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Tender

National Apprenticeship Awards - Entries and Quality Assurance Tender

Department for Education

F02: Contract notice

Notice identifier: 2022/S 000-002246

Procurement identifier (OCID): ocids-h6vhtk-030f5f

Published 25 January 2022, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

Department for Education

Sanctuary Buildings, 20, Great Smith Street

London

SW1P 3BT

Email

Charlotte.BULLIMORE@education.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/department-for-education>

I.3) Communication

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

<https://education.app.jaggaer.com/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://education.app.jaggaer.com/web/login.html>

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

National Apprenticeship Awards - Entries and Quality Assurance Tender

II.1.2) Main CPV code

- 79952000 - Event services

II.1.3) Type of contract

Services

II.1.4) Short description

The Department for Education (DfE) is inviting you to tender to support the Awards team in line with the National Apprenticeship Awards strategy and targets. The appointed supplier/organisation will support by providing entry administration and quality assurance around the application judging process for 2022.

The National Apprenticeship Awards celebrate and recognise both employers who are successfully using apprenticeships to improve their business performance and tackle skills shortages, and apprentices whose contribution to the workplace has exceeded their employers' expectations and resulted in measurable benefits or who have overcome difficulties to succeed through their apprenticeship.

The successful organisation will need to work closely with potential sponsors, partners, organisations, employers, and other suppliers working on the National Apprenticeship Awards.

This is an open and competitive tender process.

The contract is to cover a period of activity between April 2022 - March 2023 and will be reviewed during and at the end of the contract. The contract has the potential to be extended each year on a +1 basis up to a maximum of 4 years total term subject to annual performance and budget availability.

II.1.5) Estimated total value

Value excluding VAT: £450,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75100000 - Administration services
- 75121000 - Administrative educational services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

This tender opportunity will result in an initial 1 year contract period with the option to extend for three periods of 12 months each (1+1+1+1). The breakdown of budget per year is included within the procurement documents - the overall value stated here is for the maximum 4 year period.

We would like the successful organisation to manage and support the National Apprenticeship Awards with the entry administration and provide a Quality Assurance Manager(s) to oversee the application judging process.

The successful organisation will also need to work closely with the supplier who manages, develops and provides technical support/management of a web based application database/site for all submitted National Apprenticeship Award applications/entries for the cycle.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £450,000

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

Duration in days

12

This contract is subject to renewal

Yes

Description of renewals

This tender opportunity will result in an initial 1 year contract period with the option to extend for three periods of 12 months each (1+1+1+1).

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

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

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

28 February 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

28 February 2022

Local time

12:01pm

Place

Electronically

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

Department for Education

London

Country

United Kingdom