

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/002698-2025>

Planning

Contract for the provision of Fidelity Assurance

Department for Work and Pensions

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-002698

Procurement identifier (OCID): ocds-h6vhtk-04d66c

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Section I: Contracting authority

I.1) Name and addresses

Department for Work and Pensions

Commercial Directorate, Employment Category, Third Floor, Hartshead Square

Sheffield

S1 2FD

Email

cd.fidelityassurance@dwp.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

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

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://dwp.bravosolutions.co.uk>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Other activity

Employment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Contract for the provision of Fidelity Assurance

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

These services relate to “light touch services” as set out in Schedule 1 to the Procurement Regulations 2024, using common procurement vocabulary (CPV) codes and will be procured using the Open Procedure, as a light touch contract.

This Procurement will be conducted in accordance with the Procurement Act 2023.

Connect to Work will be delivered using two of the most recognised quality standards for supported employment: IPS and SEQF. Both models have fidelity scales. The fidelity scales will comprise of scored assessments of the two models according to IPS and SEQF fidelity scales, a full report, the facilitation of local and national communities of practice to share best practice, and additional support to assist the refinement of the action plan. Assessments are to be conducted in person per delivery area across England and Wales through the collection of documentation, observations and discussions.

A Market Engagement Session 2 is due to take place on 12/02/2025.

It is estimated that the Tender Notice will be published, and all Tender Document be made available on 07/03/2025 and a Tender launch event is due to take place on 10/03/2025

It is anticipated that the Tender Notice for this requirement will be published after the Procurement Act 2023 effective date of 24 February 2025.

II.1.5) Estimated total value

Value excluding VAT: £11,750,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75112000 - Administrative services for business operations
- 75121000 - Administrative educational services
- 75122000 - Administrative healthcare services
- 75130000 - Supporting services for the government
- 80500000 - Training services
- 80510000 - Specialist training services
- 80522000 - Training seminars

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

- UKL - Wales

II.2.4) Description of the procurement

Engaging with the market allows the Authority to gather valuable insights into the health of the market, facilitates market input to shape and test the design of Fidelity Assurance requirement to ensure deliverability and increase understanding of the policy intent to deliver value for money.

The Authority was due to hold a pre-market engagement event on 06/06/2024. All commercial activity was paused because of the UK General Election on 04/07/2024, and the engagement event was cancelled.

An Early Market Engagement Notice was published on 15/11/2024 to seek expressions of interest for the Preliminary Market Engagement Session 1 which was held on 09/12/2024. Documentation relating to the market engagement session and future market engagement sessions are stored, and accessible free of charge via a Virtual Data Room.

Market Engagement Session 2 is due to take place on 12/02/2025. It is estimated that the Tender Notice will be published, and all Tender Document be made available on 07/03/2025 and a Tender launch event is due to take place on 10/03/2025 which will be an opportunity to raise any questions early in the Competitive Tendering Procedure. It is anticipated that Suppliers will have 25 days to prepare and submit Tenders.

Suppliers will be required to register their organisation on a Central Digital Platform, which is an enhancement to the existing Find A Tender service prior to responding to the Invitation To Tender. This will require the Supplier to provide core supplier information. This includes: basic information, economic and financial standing, connected person information and exclusion information.

There will be eligibility questions and conditions of participation (where applicable) in the Qualification Envelope and as specified in the Procurement Specific Questionnaire (PSQ)

All tenders which meet the conditions of participation as set out in the PSQ will be evaluated in accordance with the criteria specified in the Technical Envelope and Commercial Envelope.

The award criteria will be based on the most advantageous tender (MAT) using a Price per Quality Point (PQP) model, which assesses the quantitative relationship between the Supplier's quality score and price. The Authority will produce a final ranking of the Tender Responses considering any adjustments made following any clarifications by the Authority.

Completion of a Contract Cost Register (CCR) documentation and supporting assumptions must be completed using the electronic spreadsheet which will be provided as part of the

Tender documentation.

A Financial Viability Risk Assessment (FVRA) template will also need to be completed, to assess the financial capacity of a Supplier and highlight any potential financial risks to the Authority in contracting with that Supplier.

The name and weighting of the quality criteria listed in section II.2.5) may be subject to change. The weighting associated with each quality criterion may be subject to change in value and/or order of precedence.

In accordance with section 43 of the Procurement Act 2023, the Authority reserves the right to switch from a competitive tendering procedure to the direct award of the Fidelity Assurance contract where no or no suitable tenders have been received in that competitive tendering procedure and the Authority considers that the award of a contract using the competitive tendering procedure under section 19 is not possible.

II.2.14) Additional information

The Authority confirms that, prior to the issue of the Prior Information Notice in this procurement, a conflict assessment has been prepared in accordance with the Procurement Act 2023.

The Authority has considered whether the Services could reasonably be supplied under more than one contract by dividing the procurement into lots based on geographical area. The Authority has concluded that splitt

II.3) Estimated date of publication of contract notice

7 March 2025

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

This PIN is being published for information purposes only in order to notify potential bidders of the supplier event detailed above and proposed procurement opportunity that will be set out in the Tender Notice, anticipated to be issued in early March 2025.

All information set out in this PIN, including the nature and extent of the services, as well as the timing and nature of the proposed procurement, could be subject to change.

DWP is not liable for any costs incurred by potential bidders in expressing an interest or in participating in the supplier event. DWP reserves the right to cancel or change the market engagement event and/or the proposed procurement (or any part of it) at its discretion.

DWP expressly reserves the rights

(i) to use a reverse auction;

(ii) to cancel this procurement at any stage;

(iii) to not award any contract as a result of the procurement process commenced by publication of this notice;

(iv) and in no circumstances will DWP be liable for any costs incurred by potential suppliers.

Suppliers Instructions:

How to Express Interest in this Tender:

1. Register on the eSourcing portal (this is only required once):

<https://dwp.bravosolution.co.uk> & click the link to register - Accept the terms & conditions & click 'continue' - Enter your correct business & user details - Note your chosen username & click 'Save'. You will receive an email with your password (keep this secure)

2. Express an Interest in the tender - Login to the portal with the username/password - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant exercise to access the content. - Click the 'Express Interest' button at the top of the page. - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (A secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box

3. Responding to the tender - Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion. Follow the onscreen instructions to complete the PQQ/ ITT - There may be a mixture of online & offline actions to complete (detailed online help available). To submit your reply use the 'Submit Response' button (top of the page).

For further assistance please consult the online help, or the eTendering help desk.

A Virtual Data Room will be used by the Department as a document and data repository in order to share information in respect of and related to Fidelity Assurance. Information will be shared on an iterative basis to enable transparency and provide early insight into design and current thinking. This may include draft versions of documentation.

How to access the Virtual Data Room:

1. Register on the eSourcing portal
2. Navigating to File Sharing – from the menu icons on the left, select 'File Sharing / Files / Directories'

Important: Please read the File Sharing good practice guidance before using the File Sharing module in Jaggaer. This guidance is uploaded to the file sharing directory called '00. 01 Read BEFORE Using Fileshare'.

3. Navigating to Directories - A list of available directories will be displayed. To locate a specific directory, scroll down the page OR use the 'Enter Filter' dropdown to do a simple search OR use the 'Search Directories' tab to do a more advance search. The Directory for the Virtual Data Room is titled 'Fidelity Assurance Virtual Data Room (VDR)'.

The 'Market Engagement' folder will include generic supporting information.