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Tender

## **PA23 - UK4 - Tender Notice**

Southern Water Services Limited

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-002843

Procurement identifier (OCID): ocids-h6vhtk-060517

Published 13 January 2026, 4:40pm

### **Scope**

### **Reference**

Prj\_8006 Apprenticeships Framework

### **Description**

SW is tendering an existing framework under PA23 rules, and has removed apprenticeships that have ceased to exist and are no longer business relevant, and started offering new apprenticeship standards that add value to the business and continue to offer the programmes that have had largest uptake of apprentice enrolments within SWS.

#### **1.Purpose and Objectives**

The objective of the tender is to select Framework Partners who are capable of delivering Apprenticeship standards recognized by Skills England, divided into Lots as listed in this scope document and Schedule 1 of the Framework.

To establish a compliant high-quality framework agreement for the delivery of Apprenticeship training funded via the Apprenticeship Growth and Skills levy. The

framework will support workforce development across multiple departments and align with SW business needs and outputs of strategic workforce planning.

## 2.Scope of services

To achieve business objectives, SWS is looking to develop a multi-supplier, multi-lot framework. The aim of the Framework is to secure future provision and enable access to wide range of recognized apprenticeship programmes and standards.

SWS reserves the right to amend the scope by adding or removing apprenticeship standards during the term of the agreement in case of any scope coverage gaps, or to keep the standards up to date and aligned with apprenticeship standards governed by Skills England.

Delivery of Apprenticeship standards from Level 2 to Level 7

Coverage across job categories including:

- Business & Administration
- Construction in a built Environment
- Creative and design
- Digital
- Engineering and manufacturing
- Environmental,
- Legal Finance & Accounting
- Health & Science
- Marketing & Procurement

The Framework has been divided into 9 Lots.

Please note that Lot 9 is for delivery of the above services in the ISle of Wight only as indicated within the tender pack

## **Commercial tool**

Establishes a framework

## **Total value (estimated)**

- £3,600,000 excluding VAT
- £4,320,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 19 May 2026 to 20 May 2029
- Possible extension to 13 May 2032
- 5 years, 11 months, 26 days

Description of possible extension:

After the initial 3 year period

There is an option to extend for 2+1

## **Options**

The right to additional purchases while the contract is valid.

The initial term of the Framework is 3 years,

SWS reserves the right to extend after the initial term up to a total of 6 years

extension 1 - 2 years

extension 2 - 1 year

## **Main procurement category**

Services

## **CPV classifications**

- 80530000 - Vocational training services

## **Lot constraints**

Description of how multiple lots may be awarded:

There will be no predetermined maximum number of suppliers admitted to each lot. However, in instances where a lot receives bids from more than four potential suppliers, only the top-scoring bidders will be selected. This approach is intended to maintain a competitive environment while ensuring quality and manageability within each lot. Tenderers will require a minimum total score of 50 at PQQ and ITT stage.

SWS reserves the right in its absolute discretion to increase or decrease these numbers in the event where in the circumstances of the scoring, this appears to SWS to be appropriate having regard to the variation in scores between the potential Tenderers to ensure sufficient competition is retained in the process and to ensure desired coverage of the lot.

Similarly, SWS reserves the right to alter the numbers of Tenderers for each Lot if the total number of Tenderers cannot meet the full needs of the lot and if a fewer number of tenderers are needed than initially anticipated.

## **Not the same for all lots**

Contract locations are shown in Lot sections, because they are not the same for all lots.

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## **Lot Lot 1. Business Administration**

### **Description**

Associate Project Manager Level 4, Business administrator Level 3, Career development professional Level 6, Chartered manager (degree) Level 6, Coaching professional Level 5, Corporate responsibility and sustainability practitioner Level 4, Data Practitioner and information governance practitioner Level 4, Governance officer Level 4, HR support Level 3, Improvement leader Level 6, Improvement practitioner Level 4, Improvement specialist Level 5, Improvement technician Level 3, Information manager Level 4, Learning and development consultant business partner - Level 5, Learning and development practitioner Level 3, Operations manager Level 5, People professional Level 5, Policy officer Level 4, Project Manager (integrated degree) level 6, Quality practitioner Level 4, Recruiter Level 3, Regulatory compliance officer Level 4, Senior leader Level 7, Senior people professional Level 7, Sustainability business specialist (integrated degree) Level 7, Systems thinking practitioner Level7, Team Leader Level 3.

### **Lot value (estimated)**

- £3,600,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ27 - West Sussex (South West)
- UKJ22 - East Sussex CC
- UKJ4 - Kent
- UKJ35 - South Hampshire

- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

## Same for all lots

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## Lot Lot 2. Digital

### Description

Applications support lead Level 4, AI data specialist Level 7, Business Analyst Level 4, Creative digital design professional (integrated degree) Level 6, Cyber security technical professional (integrated degree) Level 6, Cyber security technician Level 3, Cyber security technologist Level 4, Data analyst Level 4, Data Engineer Level 5, Data scientist (integrated degree) Level 6, Data technician Level 3, DevOps Engineer Level 4, Digital accessibility specialist Level 4, Digital and technology solutions professional Level 6, Digital and technology solutions specialist (integrated degree) Level 7, Digital device repair technician Level 3, Digital learning designer Level 5, Digital product manager Level 4, Digital support technician Level 3, Digital user experience (ux) professional (integrated degree) Level 6, Information communications technician Level 3, IT solutions technician Level 3, Software developer Level 4, Software development technician Level 3, Software tester Level 4, Artificial Intelligence (AI) and Automation practitioner

### Lot value (estimated)

- £3,600,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

## **Contract locations**

- UKJ27 - West Sussex (South West)
- UKJ22 - East Sussex CC
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire
- UKJ4 - Kent

## **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 3. Legal, Finance & Accounting**

### **Description**

Accountancy or taxation professional, Level 7, Accounting finance manager, Level 6, Accounts or finance assistant, Level 2, Advanced credit controller and debt collection specialist, Level 3, Assistant accountant, Level 3, Chartered legal executive, Level 6, Chartered legal executive litigator and advocate, Level 7, Compliance and risk officer, Level 3, Credit controller and collector, Level 2, Internal audit practitioner, Level 4, internal audit professional, Level 7, Paralegal, Level 3, Payroll assistant manager, Level 5, Senior compliance and risk specialist, Level 6, Senior compliance and risk specialist, Level 6, Solicitor, Level 7.

### **Lot value (estimated)**

- £3,600,000 excluding VAT

- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ4 - Kent
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 4. Marketing & Procurement**

### **Description**

Bid and proposal co-ordinator, Level 3, Customer service practitioner, Level 2, Customer service specialist, Level 3, Procurement and supply assistant, Level 3, Procurement and supply chain practitioner, Level 4, Public relations and communications assistant, Level 4, Senior procurement and supply chain professional, Level 6.

### **Lot value (estimated)**

- £3,600,000 excluding VAT

- £4,320,000 including VAT

Framework lot values may be shared with other lots

## **Contract locations**

- UKJ4 - Kent
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

## **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 5. Construction in a built Environment**

### **Description**

Chartered Surveyor (degree), Level 6, Civil Engineer (degree), Level 6, Civil engineering senior technician, Level 4, Civil engineering site management (degree), Level 6, Civil engineering technician, Level 3, Construction quantity surveyor (degree), Level 6, Design and construction management(degree), Level 6, Facilities management supervisor, Level 3, Facilities manager, Level 4, Facilities services operative, Level 2, Installation and maintenance electrician, Level 3, Senior and head of facilities management, (integrated degree), Level 6.

### **Lot value (estimated)**

- £3,600,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ4 - Kent
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 6. Engineering & Manufacturing**

### **Description**

Asset manager, Level 4, Automation and controls engineering technician, Level 4, Electro-mechanical engineer, Level 6, Mechatronics maintenance technician, Level 3, Post graduate engineer, Level 7, Risk and safety management professional, (degree), Level 7, Science industry process and plant engineer (degree), Level 6, Water industry network technician, Level 3, Water network operative, Level 2, Water process operative, Level 2, Utilities engineering technician, Level 3, Engineering Maintenance Technician Level 3

### **Lot value (estimated)**

- £3,200,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ4 - Kent
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 7. Environmental**

### **Description**

Ecologist (degree), Level 7, Environmental practitioner (degree), Level 6, Water environment worker, Level 3

### **Lot value (estimated)**

- £3,200,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ4 - Kent
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 8. Health & Science**

### **Description**

Laboratory Scientist (Level 5), Laboratory Technician (Level 3), Psychological wellbeing practitioner (Level 6), Research Scientist (Level 7), Scientist (Level 6), Soil Scientist (Level 7), Technician Scientist (Level 5)

### **Lot value (estimated)**

- £3,600,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ4 - Kent
- UKJ22 - East Sussex CC
- UKJ27 - West Sussex (South West)
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot Lot 9. Isle of Wight**

### **Description**

Automation and controls engineering technician, Level 4, Mechatronics maintenance technician, Level 3, Water industry network technician, Level 3, Water industry treatment process technician, Level 3, Water network operative, Level 2, Water process operative, Level 2, Water treatment technician, Level 3, Water Industry Asset Maintenance Technician Level 3, Engineering Maintenance Technician Level 3

### **Lot value (estimated)**

- £3,200,000 excluding VAT
- £4,320,000 including VAT

Framework lot values may be shared with other lots

### **Contract locations**

- UKJ34 - Isle of Wight

### **Same for all lots**

CPV classifications, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

5

### **Maximum percentage fee charged to suppliers**

0%

### **Further information about fees**

Funding via the Apprenticeship Growth & Skills levy

## Framework operation description

This procurement process will be run in accordance with the Procurement Act 2023 (“PA23”) under Light Touch Regime using the Competitive Flexible Procedure. The Light Touch Regime, applicable to this Apprenticeships Framework, affords a little more procedural flexibility. The procedure designed by SWS, and detailed in the IITT document, will apply the core principles of the Act, including transparency, fairness, and equal treatment for potential bidders and aims to ensure value for money and to support open competition, while allowing flexibility to meet the specific needs of apprenticeship delivery.

The total price for each apprenticeship will be based on the applicable funding band set by the Skills & Growth Levy. This price includes all on-programme training and End-Point Assessment and must not exceed the funding band maximum.

Additional information on each individual Apprenticeship standard can be found here: <https://skillsengland.education.gov.uk/apprenticeships/>

### Stage 2 Invitation to Tender:

All Tenderers are required to pass all the questions within the SWS PQQ, which shall be issued using the esourcing tool, Bravo. Following successful progression through the PQQ stage, at the discretion of SWS, prospective tenderers shortlisted as set out in Section 4 of this IITT, will be invited to provide a proposal to the ITT.

Tenderers invited to tender, who submit qualifying proposals before the closing time, will be checked for compliance and any non-compliant tenders may be rejected without further evaluation.

ITT Envelope Weightings (Evaluation Criteria): Technical 80%, Commercial 20%

Based on the answers and evidence provided, each Tenderers’ response will be scored in accordance with the scoring guidelines. The score offered by the evaluation team will allow a Tenderer to achieve a score of between 0 and 100% of the weighting.

All ITT proposals will be evaluated independently by an internal evaluation panel\*. The evaluation panel may hold a moderation meeting to agree final technical scores. Following moderation of the technical score, a combined score including technical (“T”) and commercial (“C”), will be used to select the preferred Tenderer(s) with whom SWS intend to enter into the Framework Agreement.

\*Except in circumstances where specialist areas may need to be evaluated by a single

subject matter expert and will therefore not be subject to a consensus moderation.

### **Award method when using the framework**

Either with or without competition

### **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot Lot 1. Business Administration**

**Lot Lot 2. Digital**

**Lot Lot 3. Legal, Finance & Accounting**

**Lot Lot 4. Marketing & Procurement**

**Lot Lot 5. Construction in a built Environment**

**Lot Lot 6. Engineering & Manufacturing**

**Lot Lot 7. Environmental**

**Lot Lot 8. Health & Science**

**Lot Lot 9. Isle of Wight**

As per Pre Qualification Questionnaire questions

### **Technical ability conditions of participation**

**Lot Lot 1. Business Administration**

**Lot Lot 2. Digital**

**Lot Lot 3. Legal, Finance & Accounting**

**Lot Lot 4. Marketing & Procurement**

**Lot Lot 5. Construction in a built Environment**

**Lot Lot 6. Engineering & Manufacturing**

**Lot Lot 7. Environmental**

**Lot Lot 8. Health & Science**

**Lot Lot 9. Isle of Wight**

The objective of this tender is to select a range of Suppliers for each Lot who are capable of providing Apprenticeships standards recognised by Skills England via the Growth and Skills Levy, as set out in the Lot categories listed in the tender pack and in this notice. In responding to this tender, suppliers are confirming they are able to undertake the full suite or part of the services, for the relevant Lot, set out in the Framework Agreement which includes associated schedules.

### **Particular suitability**

**Lot Lot 1. Business Administration**

**Lot Lot 2. Digital**

**Lot Lot 3. Legal, Finance & Accounting**

**Lot Lot 4. Marketing & Procurement**

**Lot Lot 5. Construction in a built Environment**

**Lot Lot 6. Engineering & Manufacturing**

**Lot Lot 7. Environmental**

**Lot Lot 8. Health & Science**

**Lot Lot 9. Isle of Wight**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

## **Submission**

### **Enquiry deadline**

22 January 2026, 3:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

10 February 2026, 10:00am

### **Submission address and any special instructions**

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

<https://southernwater.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://southernwater.bravosolution.co.uk>

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

If you are interested in bidding for this tender, please be aware that you will need to have registered on the central digital platform before you will be able to bid. This will require you to complete some information and then you will be provided with a unique identifier. For more information on how to register, please follow the below link:

how to register on the CDP

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

3 March 2026

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**Award criteria**

Name	Description	Type	Weighting
Technical	<p>a) Tenderers shall have their answers to the ITT Technical Questions, scored in accordance with the Scoring Evaluation Criteria set out in this IITT. b) These scores will then be moderated by SWS' evaluation team. c) Tenderers with total technical scores of less than 50 shall be excluded. d) For each Lot SWS aims to award to the minimum number of defined suppliers, depending on awarded final scores. If SWS is satisfied that the top-ranking bidder is able to fulfil all the requirements set out in the Framework Agreement (including relevant specification and other Schedules)' of the relevant Lot, only that Tender will be appointed. The next ranked supplier(s) will only be awarded a place on the framework until all the below criteria may be satisfied: i. capacity to cover all or some of the standards in the lots bided for ii. the supplier (s) has achieved the minimum score of 50 and passed all other minimum requirements stipulated in the tender</p>	Quality	80%

Name	Description	Type	Weighting
	<p>process. iii. Full or partial coverage of Southern water region, in relation to the apprenticeship standards bided for; SWS will award a position on the Framework to the proposals which are the most advantageous (MAT) to SWS, in accordance with the Procurement Act 2023 and this IITT which shall be assessed through the scoring of suppliers technical and commercial bids in accordance with the published evaluation criteria.</p>		

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Name	Description	Type	Weighting
Commercial	<p>For each apprenticeship standard, bidders must give a total price per apprentice, including End-Point Assessment (EPA) and any eligible training costs. The price submitted per standard must not exceed the official government cap (called the funding band maximum). Any costing above this cap is not funded and will score a maximum of 0.</p> <p>Additional Charges: This section will not be evaluated as part of the scoring process; however, any prices submitted will be included in the final contractual agreement.</p> <p>Green courses = courses currently used by SWS, weighted 60% of the total price score. Blue courses = courses SWS may use in the future, weighted 40% of the total price score.</p> <p>For each course a college offers, the score will be calculated using the following formula: <math>\text{Score} = (\text{Cap} - \text{Price}) / \text{Cap} \times 100</math> If a bidder charges the full cap, they receive 0 points for that course. If a bidder charges less than the cap, they receive a higher score</p>	Price	20%

Name	Description	Type	Weighting
	<p>(lower price = higher score). Bidders are only scored on courses they actually offer. If a course is not offered, it receives no score and incurs no penalty. Within each course group, the total weight is distributed equally among the courses a college offers. For example: If a college offers four green courses, each course represents 15% of the group's weight. If a college offers only one green course, that course carries the full 60% weight for the green group. Each bidder's Commercial Score is calculated by totalling their course scores, weighted according to the green and blue group allocations described above. The Commercial Score is then combined with the bidder's ITT Technical Score to determine the best overall bids.</p>		

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## Other information

### Conflicts assessment prepared/revised

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

### **Special regime**

Utilities

### **Competitive flexible procedure description**

Stage 1 PQQ

All interested suppliers are invited to submit a response to Pre-Qualification Questionnaire.

The Tenderer will be required to accept the Terms and Conditions in the Framework Agreement.

Tenderers should note that SWS reserves the right to reject a tender submission if the terms and conditions of contract are not agreed between SWS and the Tenderer within a reasonable period. Such period to be determined at the sole discretion of SWS.

SWS additionally reserves the right to not award the Framework to any Tenderer.

Stage 2 ITT

Only shortlisted tenderers will receive an Invitation To Tender

Shortlisted tenderes will be invited to respond to ITT technical questions, will be required to attend a presentation (where applicable), and as well as to provide a commercial

response as part of their tender submission, in alignment with the costing structure provided in the e-sourcing portal.

Commercial envelope evaluation comprises an initial submission in alignment with the costing structure provided in the e-sourcing platform.

Potential Tenderers please note that whilst every effort has been made to ensure that full documentation is provided with the Tender Notice, SWS reserves the right under Section 31 of PA23 to make modifications to the terms of a covered procurement, relating to:

- Conditions of participation
- Award criteria
- Requirements of the competitive tendering procedure

Provided that the modifications are in accordance with the provisions of PA23. SWS will ensure that following any such modifications, it will:

- Revise any applicable timescales (where required) as a result of such modification, and
- notify the participating suppliers of such changes, where a participation period applies.

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## **Contracting authority**

### **Southern Water Services Limited**

- Public Procurement Organisation Number: PBJQ-2231-ZRPG

Southern Water, Southern House

Worthing

Bn13 3NX

United Kingdom

Contact name: Antonia O'Donovan

Email: [antonia.o'donovan@southernwater.co.uk](mailto:antonia.o'donovan@southernwater.co.uk)

Website: <http://www.southernwater.co.uk>

Region: UKJ27 - West Sussex (South West)

Organisation type: Private utility