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Contract

## **WAES Referral Agent for Learning Programmes**

capitalEsourcing

F03: Contract award notice

Notice identifier: 2025/S 000-003695

Procurement identifier (OCID): ocds-h6vhtk-047b25

Published 4 February 2025, 3:49pm

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

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

capitalEsourcing

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London

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#### **Email**

[pkhan@westminster.gov.uk](mailto:pkhan@westminster.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKI - London

#### **Internet address(es)**

Main address

[www.westminster.gov.uk](http://www.westminster.gov.uk)

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

Regional or local authority

#### **I.5) Main activity**

General public services

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### **Section II: Object**

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

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

WAES Referral Agent for Learning Programmes

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

- 80420000 - E-learning services

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

Services

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

The scope of this procurement is to identify a provider who can market Westminster Adult Education Services Level 2 and Level 3 Distance Learning courses across the GLA region and Non-Devolved EFSA regions. The agent will be required to conduct initial assessment and obtain credible evidence on potential learners and support eligible learners with enrolment via WAES website.

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

This contract is divided into lots: No

##### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £377,000 / Highest offer: £1,068,000 taken into consideration

#### **II.2) Description**

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

NUTS codes

- UKI - London

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

The proposed contract arrangement is for a single referral agent who has the appropriate expertise to market to, recruit, conduct initial assessments, induct, and refer learners undertaking level 2 and 3 qualifications in Childcare, Health and Social Care, Business and Digital. Targets would be set out annually based of the GLA an ESFA funding allocations for the academic year. We also sought proposals from agents that can also support the Free Courses for Jobs Curriculum.

### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 80%

Quality criterion - Name: Price / Weighting: 20%

Price - Weighting: 80/20

### **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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-020620](#)

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## **Section V. Award of contract**

### **Title**

WAES ??Referral Agent for Learning Programmes?

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

7 January 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 3

Number of tenders received from SMEs: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Free Courses UK

London

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £377,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Any variation to this contract will be treated inline with the contract variation clauses and reference to PCR (2015) regulation 72 may apply. Where the authority seeks to rely on regulation 72, it will seek legal advice from its internal team of solicitors and principle of change control will apply in effecting any change to the agreed contract. The contract will be delivered as a 3 year contract with break clauses after year 1 and 2.

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

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

Royal Courts of Justice

London

Country

United Kingdom