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Tender

## **Coaching Training & Development**

NHS Wales Shared Services Partnership

F02: Contract notice

Notice identifier: 2022/S 000-003904

Procurement identifier (OCID): ocds-h6vhtk-0315db

Published 10 February 2022, 4:15pm

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

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

NHS Wales Shared Services Partnership

2nd Floor Woodland House, Maes-y-Coed Road

Cardiff

CF14 4TT

#### **Email**

[Nia.Miles@wales.nhs.uk](mailto:Nia.Miles@wales.nhs.uk)

#### **Telephone**

+44 2921836451

#### **Country**

United Kingdom

## **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

<http://www.procurement.wales.nhs.uk>

Buyer's address

[http://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

## **I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

## **I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

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

Regional or local authority

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

Health

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## **Section II: Object**

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

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

Coaching Training & Development

Reference number

CAV-ITT-PROJECT\_49687

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

- 80000000 - Education and training services

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

Services

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

Cardiff and Vale UHW is developing a Coaching Culture through the effective development of its Managers and Staff.

In terms of 'formal coaching', the organisation is creating a Coaching Network to realise the development of a Coaching Culture, a key ambition under the Workforce and OD Directorate's People and Culture Plan.

To achieve this requires a range of development interventions, which includes:

Coaching Supervision Training

To ensure effective and ethical practice there is a requirement to train and develop a small team of coaching supervisors. The coaching supervisors will provide coaching supervision to a network of 25-30 newly qualified coaches in the first instance as we introduce and develop of our Coaching and Mentoring Ambition.

The Coaching Supervisors will provide advice and guidance to the coaching network, one-to-one and team coaching supervision, and will feedback to enhance and develop future coaching delivery.

Manager as Coach Training Programme

Provision of a bespoke programme for managers and leaders across the organisation to understand, develop and implement a coaching approach to management.

#### Team Coaching

Provision of facilitated team coaching sessions and developing the skills of the learners to 'self coach'

#### Mentoring Skills

Provision of a short, skilled based course to develop understanding of mentorship in individuals, and develop skill set across the organisation.

The UHB requires effective and high quality training in each of these areas. This will need to be able to be delivered using a blended approach to learning and the content should support the delegates to access flexible, engaging and blended learning interventions, including classroom based learning, virtual classrooms, distance elearning and delivery via platforms such as Teams, Zoom.

### **II.1.5) Estimated total value**

Value excluding VAT: £35,000

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

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Cardiff and the Vale LHB

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

Cardiff and Vale UHW is developing a Coaching Culture through the effective development of its Managers and Staff.

In terms of 'formal coaching', the organisation is creating a Coaching Network to realise the development of a Coaching Culture, a key ambition under the Workforce and OD Directorate's People and Culture Plan.

To achieve this requires a range of development interventions, which includes:

### **Coaching Supervision Training**

To ensure effective and ethical practice there is a requirement to train and develop a small team of coaching supervisors. The coaching supervisors will provide coaching supervision to a network of 25-30 newly qualified coaches in the first instance as we introduce and develop of our Coaching and Mentoring Ambition.

The Coaching Supervisors will provide advice and guidance to the coaching network, one-to-one and team coaching supervision, and will feedback to enhance and develop future coaching delivery.

### **Manager as Coach Training Programme**

Provision of a bespoke programme for managers and leaders across the organisation to understand, develop and implement a coaching approach to management.

### **Team Coaching**

Provision of facilitated team coaching sessions and developing the skills of the learners to 'self coach'

### **Mentoring Skills**

Provision of a short, skilled based course to develop understanding of mentorship in individuals, and develop skill set across the organisation.

The UHB requires effective and high quality training in each of these areas. This will need to be able to be delivered using a blended approach to learning and the content should support the delegates to access flexible, engaging and blended learning interventions, including classroom based learning, virtual classrooms, distance elearning and delivery via platforms such as Teams, Zoom.

### **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

36

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

### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Details can be found within the tender documents via the eTender Wales Bravo Solutions site.

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

#### **III.2.2) Contract performance conditions**

As per detailed in the ITT

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

22 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

22 February 2022

Local time

12:00pm



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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

Please note additional information on this procurement:

1. The Contracting Authority reserves the right to award the contract in whole, in part or annul the tendering process and not award

contract.

2. Bidders should note that they will be required to enter into terms and conditions of contract as set out in the ITT and that save for matters

of clarification or consistency the Contracting Authority will not negotiate the terms.

3. The Contracting Authority will not accept completed ITT's after the stated closing date.

4. All documents to be priced (where applicable) in sterling and all payments made in sterling.

5. All tender costs and liabilities incurred by bidders shall be the sole responsibility of the bidders.

6. In reference to II.1.9 (Variants) to the extent permitted, if at all, in the tender documents.

7. Prospective suppliers should note that NHS Shared Services Partnership - Procurement Services is acting on behalf of Cardiff and Vale

ULHB.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[http://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=65818](http://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=65818).

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on

Sell2Wales at [http://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=68368](http://www.sell2wales.gov.wales/search/search_switch.aspx?ID=68368)

(WA Ref:68368)

The Health Board will ensure that this procurement process, which is being undertaken in accordance with the Open Procedure, pursuant to and as defined in the Public Contracts Regulations 2015 (as amended) Light Touch Regime.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

[https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=118561](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=118561)

(WA Ref:118561)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<http://www.procurement.wales.nhs.uk>