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Tender

## **Digital Skills Qualifications at Levels 2 and 3**

City of London Corporation

F02: Contract notice

Notice identifier: 2025/S 000-006580

Procurement identifier (OCID): ocds-h6vhtk-04e602

Published 21 February 2025, 10:36am

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

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

City of London Corporation

Po Box 270, Guildhall

London

EC2P 2EJ

#### **Email**

[joanna.osborne@cityoflondon.gov.uk](mailto:joanna.osborne@cityoflondon.gov.uk)

#### **Telephone**

+44 2076063030

#### **Fax**

+44 2076063030

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://cityoflondon.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://cityoflondon.ukp.app.jaggaer.com/>

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

**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**

Digital Skills Qualifications at Levels 2 and 3

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

- 80400000 - Adult and other education services

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

Services

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

The City invites Quotations for the provision of Essential Digital Skills Qualifications (Levels 2 and 3)

The successful provider will have a successful track record in the delivery of a suite of Essential Digital Skills Qualifications (Levels 2 and 3). They will have existing training resources and arrangements (inclusive but not limited to appropriate staff, pipelines / systems for attracting and onboarding new learners, delivery locations, quality assurance systems, awarding body status, learner portfolio and administrative processes)

The duration and maximum length of the contract is 10 months (end of December 2025).

An initial threshold of £60,000 of delivery (post negotiated management fee deduction) will be agreed. A minimum of £40,000 of this value will be delivered at level 3. Upon achieving the £60,000 delivery target, there may be scope – upon agreement from both parties – to extend the overall contract value to £100,000 (an increase of £40,000).

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UK - United Kingdom

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

The City invites Quotations for the provision of Essential Digital Skills Qualifications (Levels 2 and 3)

The successful provider will have a successful track record in the delivery of a suite of Essential Digital Skills Qualifications (Levels 2 and 3). They will have existing training resources and arrangements (inclusive but not limited to appropriate staff, pipelines /

systems for attracting and onboarding new learners, delivery locations, quality assurance systems, awarding body status, learner portfolio and administrative processes)

The duration and maximum length of the contract is 10 months (end of December 2025).

An initial threshold of £60,000 of delivery (post negotiated management fee deduction) will be agreed. A minimum of £40,000 of this value will be delivered at level 3. Upon achieving the £60,000 delivery target, there may be scope – upon agreement from both parties – to extend the overall contract value to £100,000 (an increase of £40,000).

#### **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**

Start date

10 March 2025

End date

31 December 2025

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

Date

27 February 2025

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

27 February 2025

Local time

12:00pm

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## **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**

The Mayor and Commonality and Citizens of the City of London

London

Country

United Kingdom