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Tender

Short Course – Developing Communication and Leadership Skills for NHS Employees

Health Education England

F02: Contract notice

Notice identifier: 2022/S 000-007327

Procurement identifier (OCID): ocds-h6vhtk-032339

Published 17 March 2022, 3:16pm

Section I: Contracting authority

I.1) Name and addresses

Health Education England

1st Floor, Blenheim House, Duncombe Street

Leeds

LS1 4PL

Contact

Sarah Ambrose

Email

sarah.ambrose@hee.nhs.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.hee.nhs.uk>

Buyer's address

<https://www.hee.nhs.uk>

I.3) Communication

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

<http://health.atamis.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://health.atamis.co.uk>

Tenders or requests to participate must be submitted to 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

<http://health.atamis.co.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Short Course – Developing Communication and Leadership Skills for NHS Employees

Reference number

C71879

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

NHS Health Education England (HEE - the Commissioner) are commencing a tender for the provision of Short Course – Developing Communication and Leadership Skills for NHS Employees.

Health Education England is seeking a provider to support the provision of a short (2 days) online interactive course which helps to prepare participants for the Fellowship experience. The course should include the following skills/behaviours: planning and running meetings; negotiation/influencing skills; how to conduct challenging conversations; giving and receiving effective feedback in a thoughtful and compassionate way. We anticipate running the course 3 times per year, each time for a group of approximately 16 Fellows, i.e. for a total of 48-50 participants per year.

II.1.5) Estimated total value

Value excluding VAT: £450,000

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

- UK - United Kingdom

II.2.4) Description of the procurement

This is an exciting opportunity to support Health Education England and the first course will need to be delivered on the 12th and 13th May 2022 as we already have attendees recruited with the time agreed to attend.

The maximum financial envelope for this procurement exercise is £450,000 Exclusive of Vat (£75,000 per year Ex Vat) over 6 years . The contract period will be for three (3) years with the option to extend for an additional three (3) years as a 1+1+1 year option, subject to annual review and available budget.

The deadline for submission of completed ITT submissions is 14th April 2022 at 12:00pm (midday).

Late submissions will not be accepted therefore, please submit in good time prior to the deadline date and time. All communications should be made via the messaging function on the e-Tendering portal during the tender exercise.

The Contracting Authority requests that all communications are channelled through the Atamis e-portal system and not with the Contracting Authority itself other than as expressly permitted within this ITT.

II.2.5) Award criteria

Price

II.2.6) Estimated value

Value excluding VAT: £450,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

12 May 2022

End date

11 May 2025

This contract is subject to renewal

Yes

Description of renewals

The contract period will be for three (3) years with the option to extend for an additional three (3) years as a 1+1+1 year option, subject to annual review and available budget.

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

II.2.14) Additional information

To express interest and access the Tender Documentation please use the link below:
<https://health-family.force.com/s/Welcome> (Opportunities)

Should Bidders have any queries, or are experiencing problems using the portal, they should contact the Helpdesk on: Phone: 0800 9956035 or E-mail: support-health@atamis.co.uk

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

14 April 2022

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

15 March 2022

Local time

12:00pm

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 High Court

Strand

London

WC2A 2LL

Email

generaloffice@administrativecourtoffice.justice.gov.uk

Country

United Kingdom

Internet address

<https://www.gov.uk/courts-tribunals>

VI.4.2) Body responsible for mediation procedures

Health Education England

1st Floor, Blenheim House, Duncombe Street

Leeds

LS1 4PL

Email

commercialteam@hee.nhs.uk

Country

United Kingdom

Internet address

<https://www.hee.nhs.uk>