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Tender

Specialist Consultancy Framework

Cardiff and Vale University Health Board

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

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Procurement identifier (OCID): ocds-h6vhtk-04ea3b

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Scope

Reference

CAV-OJEU-PROJECT_58726

Description

Cardiff & Vale University Health Board (CVUHB) are seeking to appoint a number of suppliers to establish a Specialist Consultancy Framework which can be utilised on an ad hoc basis when support is required to fulfill Health Board's projects to underpin the Shaping Our Future Wellbeing (SOFW) 10 year Strategy.

Under this framework, the call off requirements will potentially be a wide range of short and long term projects. A limited number of examples are as follows:

Evaluation assessment of a ward based project to validate whether a set of aims and objectives has been achieved.

Plan and deliver a nursing conference event.

Engage with stakeholders and develop varying Health Board strategies to support Health initiatives.

Develop and provide event training to Senior Members of the Health Board.

In order to ensure the Health Board has the correct project support, the Framework will have 11 Lots. The aim of the Procurement is to award 6 suppliers per Lot to the Framework so that the Health Board has a number of suppliers available at any given time.

Lot 1 - Evaluation: Organisations/People who have a suitable post Doctoral academic background and qualifications, and significant demonstrable experience (peer reviewed academic publications) in the evaluation and publication of a range of initiatives and services which may be complex within a large integrated health organisations and cross sectors. Evaluation experience may include both formative and summative evaluation, using both qualitative and quantitative methods.

Lot 2 - Leadership: Organisations/People who have significant training and expertise in leadership methodology who have a national and international profile in this field. They should have demonstrable experience of leading and or delivering leadership training successfully within complex multi-setting organisations and partnerships. Leadership development may be to support innovation, large scale change, system transformation or community/culture development. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot 3 - Portfolio, Programme and Project Management: Organisations/People who have significant training and expertise in programme management methodology to at least MSP level or equivalent. They should have demonstrable experience of delivering project, programme and portfolio management and expertise within multi-setting national and international organisations and partnerships. Bidders should have demonstrable experience and expertise in building organisational maturity in these fields. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot 4 - Improvement: Organisations/People who have significant training and expertise in a named improvement methodology such as, but not limited to, Lean and Six-Sigma to the equivalent of the Black Belt or IHI Improvement Advisor level. They should have in addition demonstrable experience at national and international level of delivering complex improvement interventions that have delivered improved outcomes within multi-setting organisations and partnerships. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot 5 - Community Organising: Organisations/People with significant demonstrable national and international experience of supporting community organising around complex health and wellbeing topics with credible peer reviewed publication of results. Experience may include rural or urban communities, with differing cultural and socio-economic backgrounds.

Lot 6 - Public Engagement: Organisations/People with significant demonstrable national and international experience of designing and leading successful public engagement activities around complex health and wellbeing challenges with publication of results. These may include activities such as presentations, workshops, events, consultations and citizen's juries.

Lot 7 - Bid Writing: Organisations/People with a background in academia (publishing in high impact peer reviewed publications) or journalism (with national or international publication). We would value people with significant demonstrable experience of health/science report writing and/or bid writing.

Lot 8 - Graphic Design: People with significant experience in innovative graphic design on behalf of large multi-setting health organisations who can demonstrate significant change in practice, outcomes or behaviour as a result of adoption of design.

Lot 9 - Event Planning: Organisations/People with demonstrable experience of national or international large event planning and delivery. Experience in TEDx style events or similar is welcome. Events may include conferences, engagement events, celebration events or award ceremonies.

Lot 10 - Business Development/Income Generation and Fund Raising:

Organisations/People with demonstrable experience of business development and/or significant successful income generation/fund raising.

Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot 11 - Artists for Charity and Communication Commissions: Organisations/People with experience of working on successful arts projects/partnerships and ability to adapt artistic interventions to meet the specific healthcare needs of patients. The Health Board is looking for strong communication skills to engage and connect with diverse individuals and communities as well as sensitivity and empathy when working with individuals facing health challenges. The Health Board would welcome bids from Organisations/People who have expertise in various artistic mediums, such as painting, sculpture, photography, dance, music or mixed media.

Qualification Questionnaire:

The main purpose of the Qualification is to enable Cardiff and Vale University Health Board to select suitably qualified suppliers with whom it will invite tenders with a view to becoming a supplier of the Health Board. The suppliers who pass the qualification will progress to have their Technical submission evaluation.

The qualification questionnaire will be evaluated based on the criteria outlined within the 'Qualification Questionnaire'. Bidders failing to meet the criteria will be disqualified from further participation in the tender process and will be notified at point of disqualification.

Qualitative and financial: 70/30

The scoring criteria is a combination of pass/fail and scored questions.

The questionnaires sheets must be completed in full. Scoring is based on the details provided in the response. Failure to provide a response may result in the bid being deemed as non-compliant. If a Bid is deemed to be non-compliant it will be rejected and disqualified from further participation in this Procurement.

Pass/ Fail: Bidders must submit a written response in relation to each of the pass/fail criteria to enable the evaluation team to determine that you meet the basic requirements of the tender.

Bidders who fail to provide a response that would satisfy a pass to the Health Boards requirements will not progress to the scored element of the evaluation as their Bid will be deemed as non-compliant and disqualified from further participation in the tender. Bidders will be notified at point of failure.

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 any 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. Prospective suppliers should note that NHS Shared Services Partnership - Procurement Services is

acting on behalf of Cardiff and Vale University Local Health Board.

7. Bidders wishing to participate should visit the Bravo e-tenderwales portal and access itt_115965

Commercial tool

Establishes a framework

Total value (estimated)

- £20,000,000 excluding VAT
- £24,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 28 May 2025 to 28 May 2029
- 4 years, 1 day

Main procurement category

Services

CPV classifications

- 98000000 - Other community, social and personal services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 73000000 - Research and development services and related consultancy services
- 80000000 - Education and training services

Contract locations

- UKL22 - Cardiff and Vale of Glamorgan

Lot constraints

Maximum number of lots a supplier can bid for: 10

Maximum number of lots a supplier can be awarded: 10

Description of how multiple lots may be awarded:

To award each Lot, Bidders will be ranked according to their combined qualitative (70%) and financial (30%) weighted scores.

The top ranking 6 bidders for each Lot will be awarded the contract.

If there are joint bidders between 1 to 6 then the Health Board will only progress the first 6 bidders i.e.

1. Bidder A, Bidder B
2. Bidder C
3. Bidder D, Bidder E
4. Bidder F
5. Bidder G, Bidder H
6. Bidder I

Accordingly, only Bidders A to F would be awarded per Lot.

Lot 1. Evaluation

Description

Organisations/People who have a suitable post Doctoral academic background and qualifications, and significant demonstrable experience (peer reviewed academic publications) in the evaluation and publication of a range of initiatives and services which may be complex within a large integrated health organisations and cross sectors. Evaluation experience may include both formative and summative evaluation, using both qualitative and quantitative methods.

Lot value (estimated)

- £1,800,000 excluding VAT

- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 2. Leadership

Description

Organisations/People who have significant training and expertise in leadership methodology who have a national and international profile in this field. They should have demonstrable experience of leading and or delivering leadership training successfully within complex multi-setting organisations and partnerships. Leadership development may be to support innovation, large scale change, system transformation or community/culture development. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 3. Portfolio, Programme and Project Management

Description

Organisations/People who have significant training and expertise in programme management methodology to at least MSP level or equivalent. They should have demonstrable experience of delivering project, programme and portfolio management and expertise within multi-setting national and international organisations and partnerships. Bidders should have demonstrable experience and expertise in building organisational maturity in these fields. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 4. Improvement

Description

Organisations/People who have significant training and expertise in a named improvement methodology such as, but not limited to, Lean and Six-Sigma to the equivalent of the Black Belt or IHI Improvement Advisor level. They should have in addition demonstrable experience at national and international level of delivering complex improvement interventions that have delivered improved outcomes within multi-setting organisations and partnerships. Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 5. Community Organising

Description

Organisations/People with significant demonstrable national and international experience of supporting community organising around complex health and wellbeing topics with credible peer reviewed publication of results. Experience may include rural or urban communities, with differing cultural and socio-economic backgrounds.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 6. Public Engagement

Description

Organisations/People with significant demonstrable national and international experience of designing and leading successful public engagement activities around complex health and wellbeing challenges with publication of results. These may include activities such as presentations, workshops, events, consultations and citizen's juries.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,159,999 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 7. Bid Writing

Description

Organisations/People with a background in academia (publishing in high impact peer reviewed publications) or journalism (with national or international publication). We would value people with significant demonstrable experience of health/science report writing and/or bid writing.

Lot value (estimated)

- £1,799,999 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 8. Graphic Design

Description

People with significant experience in innovative graphic design on behalf of large multi-setting health organisations who can demonstrate significant change in practice, outcomes or behaviour as a result of adoption of design.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 9. Event Planning

Description

Organisations/People with demonstrable experience of national or international large event planning and delivery. Experience in TEDx style events or similar is welcome. Events may include conferences, engagement events, celebration events or award ceremonies.

Lot value (estimated)

- £1,799,999 excluding VAT

- £2,159,999 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 10. Business Development/Income Generation and Fund Raising

Description

Organisations/People with demonstrable experience of business development and/or significant successful income generation/fund raising.

Whilst experience of delivery within the health care sector is desirable we would welcome interest from people who can bring experience and guidance from other sectors and translate this into learning for healthcare.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Lot 11. Artists for Charity and Communication Commissions

Description

Organisations/People with experience of working on successful arts projects/partnerships and ability to adapt artistic interventions to meet the specific healthcare needs of patients. The Health Board is looking for strong communication skills to engage and connect with diverse individuals and communities as well as sensitivity and empathy when working with individuals facing health challenges. The Health Board would welcome bids from Organisations/People who have expertise in various artistic mediums, such as painting, sculpture, photography, dance, music or mixed media.

Lot value (estimated)

- £1,800,000 excluding VAT
- £2,160,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

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

Framework

Maximum number of suppliers

66

Maximum percentage fee charged to suppliers

0%

Further information about fees

not applicable

Justification for framework term over 4 years

not applicable

Framework operation description

Each Lot will have up to 6 providers available for call off within this Framework requirement.

The Health Board will determine from information supplied by the Provider via the Framework responses; information publicly available (web sites, etc.); and information shared relating to Key Performance Indicators (KPIs), which Provider(s) can meet their requirements.

For each project, the Health Board may then choose ONE of the following options:

1. Option 1 - If a single Provider can meet your requirements based on the pricing and other

information available, then the Health Board will award the supplier demonstrating best value for money when judged against speed of available response; quality; and price.

2. Option 2 - A rota system cycling through all the suppliers (within the Lot requirement) that can provide the relevant specification. The rota will be commenced from the top-ranking supplier within the supplier list.

3. Option 3 - Run a mini-competitive tender, inviting all suppliers under the relevant lot to participate.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

1. Velindre University NHS Trust

2. NHS Wales Shared Services Partnership (hosted by Velindre University NHS Trust)

3. Cardiff and Vale University Health Board

Participation

Particular suitability

Lot 1. Evaluation

Lot 2. Leadership

Lot 3. Portfolio, Programme and Project Management

Lot 5. Community Organising

Lot 6. Public Engagement

Lot 7. Bid Writing

Lot 8. Graphic Design

Lot 9. Event Planning

Lot 10. Business Development/Income Generation and Fund Raising

Lot 11. Artists for Charity and Communication Commissions

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

Submission

Enquiry deadline

28 March 2025, 2:00pm

Tender submission deadline

1 April 2025, 2:00pm

Electronic auction will be used

Yes

Submission address and any special instructions

Tenders received after the indicated closing time and date may not be accepted. Bidders must therefore allow sufficient time to submit their tenders electronically.

Bidders should note that any error or failure in the Bidder's IT system is the responsibility of the Bidder and the awarding Authority cannot be held responsible for any failure to submit tenders due to an error or failure in the IT system of the Bidder.

The E Procurement portal will issue an automated email response confirming that the Bidder's submission has been successfully received by the portal. The response will be issued from help@bravosolution.co.uk.

If the Bidder makes changes to its submission prior to the closing date set out above, the Bidder must ensure that the changes are saved on the e procurement portal. A further receipt will not be issued. If the Bidder is unsure if the changes have taken effect it must contact the Bravo e procurement helpdesk.

Queries and assistance in using the web tender application can be obtained from:

Contact: Bravo Solution Helpdesk

Tel: 0800 368 4850

Email: help@bravosolution.co.uk.

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

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

21 April 2025

Recurring procurement

Publication date of next tender notice (estimated): 10 September 2028

Award criteria

Lot 1. Evaluation

Lot 5. Community Organising

Lot 6. Public Engagement

Lot 10. Business Development/Income Generation and Fund Raising

Name	Description	Type	Weighting
Technical Ability	As per previous lot	Quality	70.00%
Commercial	As per previous lot	Cost	30.00%

Lot 2. Leadership

Lot 11. Artists for Charity and Communication Commissions

Name	Description	Type	Weighting
Technical Ability	As per previous lot	Quality	70.00%
Commercial	As per previous lot	Cost	30.00%

Lot 3. Portfolio, Programme and Project Management

Name	Description	Type	Weighting
Technical Ability	as per the previous lot	Price	70.00%

Name	Description	Type	Weighting
Commercial	as per the previous lot	Cost	30.00%

Lot 4. Improvement

Name	Description	Type	Weighting
Technical Ability	As per previous lot	Cost	70.00%
Commercial	As per previous lot	Cost	30.00%

Lot 7. Bid Writing

Name	Description	Type	Weighting
Technical Ability	As per previous lot	Quality	70.00%
Commercial	As per previous lot	Price	30.00%

Lot 8. Graphic Design

Name	Description	Type	Weighting
Technical Ability	As per previous lot	Quality	70.00%
Commercial	as per previous lot	Cost	30.00%

Lot 9. Event Planning

Name	Description	Type	Weighting
Technical ability	As per previous lot	Quality	70.00%
Commercial	As per previous lot	Cost	30.00%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Cardiff and Vale University Health Board

- NHS Organisation Data Service: 7A4

Heath Park,

Cardiff

CF14 4XW

United Kingdom

Contact name: Iliass Dadda

Telephone: +442921508283

Email: iliass.dadda@wales.nhs.uk

Website: <http://nwssp.nhs.wales/ourservices/procurement-services/>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public authority - central government

Devolved regulations that apply: Wales

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

NHS Wales Shared Services Partnership (hosted by Velindre University NHS Trust)

Summary of their role in this procurement: managing the procurement and contract

- NHS Organisation Data Service: RQF

Wooland house

Cardiff

cf14 4hh

United Kingdom

Contact name: Illiass Dadda

Telephone: +442921508283

Email: illiass.dadda@wales.nhs.uk

Region: UKL22 - Cardiff and Vale of Glamorgan

Contact organisation

Contact [Cardiff and Vale University Health Board](#) for any enquiries.