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Tender

## **NAC/5206 Provision of Health & Safety Training Courses Framework**

North Ayrshire Council

F02: Contract notice

Notice identifier: 2026/S 000-008399

Procurement identifier (OCID): ocds-h6vhtk-0612d6

Published 30 January 2026, 12:02pm

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

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

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

#### **Contact**

Fiona Wilson

#### **Email**

[fionawilson@north-ayrshire.gov.uk](mailto:fionawilson@north-ayrshire.gov.uk)

#### **Telephone**

+44 1294310000

#### **Country**

United Kingdom

**NUTS code**

UKM93 - East Ayrshire and North Ayrshire mainland

**Internet address(es)**

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00337](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337)

**I.3) Communication**

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

<https://www.publctenderscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publctenderscotland.publiccontractsscotland.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**

NAC/5206 Provision of Health & Safety Training Courses Framework

Reference number

NAC/5206

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

- 80500000 - Training services

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

Services

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

North Ayrshire Council (NAC) are seeking suitably qualified and experienced suppliers to deliver a selection of mandatory health and safety training courses to NAC staff. The framework will comprise of 3 Lots:

Lot 1 - IOSH Training

Lot 2 - IOSH Construction Training

Lot 3 - Health and Safety Training

Courses will predominantly be delivered on NAC premises throughout North Ayrshire

The framework will be for a period of 4 years.

The terms that will apply to this Framework are NAC/5206 Framework Terms and Conditions and NAC Exit Terms and Conditions. NAC/5206 Terms and Conditions for the Purchase of Services will apply to call-off contracts.

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

Value excluding VAT: £390,400

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
3

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - IOSH Training

Lot No

1

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80550000 - Safety training services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

Across North Ayrshire

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

North Ayrshire Council (NAC) are seeking to appoint 3 suitably qualified and experienced service providers to deliver IOSH Training, including:

IOSH Managing Safely,

IOSH Managing Safely Refresher,

IOSH Working Safely and

Risk Assessment training.

Bidders must be able to deliver face to face training on NAC premises.

Courses must meet IOSH Standards and result in an official IOSH certification upon successful completion.

Please note that bidders will be required to commit to delivering all elements of this framework directly, with no sub-contracting permitted.

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

#### **II.2.6) Estimated value**

Value excluding VAT: £244,400

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

Duration in months

48

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: Yes

Description of options

The evaluation will be based on face to face delivery of the training at North Ayrshire Council premises. Optional pricing will be requested for face to face training at a bidder organised training centre within North Ayrshire and virtual/online (live) training using IOSH-approved platforms. Optional pricing will not be included within the evaluation.

#### **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) Description**

### **II.2.1) Title**

Lot 2 - IOSH Construction Training

Lot No

2

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80550000 - Safety training services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

Across North Ayrshire

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

North Ayrshire Council (NAC) are seeking 2 suitably experienced and qualified service providers to deliver IOSH Construction Training, including:

IOSH Safety, Health & Environment for Construction Site Managers and

IOSH Safety, Health & Environment for Construction Workers.

Bidders must be able to deliver face to face training on NAC premises.

Courses must meet IOSH standards and result in official IOSH certification upon successful completion.

Please note that bidders will be required to commit to delivering all elements of this

framework directly, with no sub-contracting permitted.

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

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

#### **II.2.6) Estimated value**

Value excluding VAT: £70,000

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

Duration in months

48

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: Yes

Description of options

The evaluation will be based on face to face delivery of the training at North Ayrshire Council premises. Optional pricing will be requested for face to face training at a bidder organised training centre within North Ayrshire and virtual/online (live) training using IOSH-approved platforms. Optional pricing will not be included within the evaluation.

#### **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) Description**

#### **II.2.1) Title**

## Lot 3 - Health and Safety Training

Lot No

3

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80550000 - Safety training services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

Across North Ayrshire

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

North Ayrshire Council (NAC) are seeking 2 suitably experienced and qualified service providers to deliver the following health and safety training courses:

Manual Handling,

Sharps Awareness,

Asbestos Awareness,

COSHH Awareness,

Ladder Safety Awareness and

Scaffolding Awareness for Users.

Bidders must be able to deliver face to face training on NAC premises.

Please note that bidders will be required to commit to delivering all elements of this framework directly, with no sub-contracting permitted.

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

**II.2.6) Estimated value**

Value excluding VAT: £76,000

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

Duration in months

48

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: Yes

Description of options

The evaluation will be based on face to face delivery of the training at North Ayrshire Council premises. Optional pricing will be requested for face to face training at a bidder organised training centre within North Ayrshire. Optional pricing will not be included within the evaluation.

**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

Where it is required, within a bidder's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

Bidders must confirm if they hold the particular authorisation or memberships noted within the specification for each Lot.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Bidders will be required to have a minimum yearly "general" turnover of 30,000 GBP for the last 3 years. This requirement is applicable to all Lots. Where a bidder seeks to bid for multiple lots, they must evidence a combined annual turnover that meets the aggregated requirement. For example when bidding for 2 Lots the bidder must evidence a minimum yearly "general" turnover of 60,000 GBP.

North Ayrshire Council reserve the right to review the bidder's financial information using company watch financial analytics at tender stage and throughout the life of the contract. If the bidder's financial health score (H-Score) is 25 or less further information/clarifications will be requested to ensure the equivalent economic and financial standing is adhered to. If this information or the clarifications are not satisfactory, the bidder will be excluded from the tender process.

Bidders who cannot meet the required level of turnover will be excluded from this tender.

Where turnover information is not available for the time period requested, the bidder will be required to state the date which they were set up or started trading.

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5,000,000 GBP in respect of any one event

<http://www.hse.gov.uk/pubns/hse40.pdf>

Public Liability Insurance 1,000,000 GBP in respect of any one event

Professional Indemnity Insurance 1,000,000 GBP in the aggregate

Third-Party Motor Vehicle Insurance

A valid motor vehicle certificate must be held in the company name or (where there is no fleet but rather the company permits its employees to use their personal vehicles for business purposes), a letter signed by a person of appropriate authority - confirming that the company has ongoing arrangements in place to ensure their employees' vehicles are appropriately insured and maintained.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Bidders are required to provide 2 examples per Lot of services carried out in the past 3 years that demonstrates they have the relevant experience to deliver the services described in the Contract Notice. The services must be of a similar value, size and scope. The minimum acceptable contract value is 66,100 GBP. Where a bidder does not have a single contract exceeding 66,100 GBP, it is acceptable to provide examples of multiple contracts that collectively meet or exceed this value. Unsatisfactory experience will result in exclusion from the tender process.

Bidders must also provide 2 satisfactory references per Lot for the same 2 contracts on the reference templates provided. For bidders submitting multiple examples to satisfy the required contract value threshold, the references provided must relate to the two highest?value contracts provided as examples.

References should be completed and signed by previous customers for contracts of a similar value, size and scope. If any of the referees score the bidder less than 2 the bidder will be excluded from the tender process.

Completed experience and reference templates must be zipped and uploaded at question 4C.1 of the qualification envelope.

Bidders are required to confirm details of the technicians or technical bodies who they can call upon, especially those responsible for quality control.

Bidders are required to confirm the Trainers have the relevant educational and professional qualifications as detailed below:

Lots 1 & 2 - Trainers must be IOSH-approved and hold at least Technical (TechIOSH) membership (preferably Certified (CertIOSH) or Chartered (CMIOSH) and must have completed the IOSH Train the Trainer programme or a level 3 training qualification on a regulated framework.

Lot 3 - Trainers must have a level 3 training qualification

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 7

#### **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

2 March 2026

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**

Tender must be valid until: 30 June 2026

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

Date

2 March 2026

Local time

12:00pm

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### **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: It is anticipated that this framework will be renewed, with future notices expected Spring 2029.

#### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent) or a documented policy regarding quality management, see attachment at SPD question 4D.1.

Health and Safety Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with ISO 45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum or

the bidder must have a regularly reviewed and documented policy for Health and Safety management, see attachment at SPD question 4D.1.

### Environmental Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

Bidders may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30854. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:  
<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community benefits will be required on a voluntary basis for:

- Employment
- Employability & Skills
- SMEs
- TSOs
- Education
- Community Wish List (<http://northayrshire.community/community-benefits-wishlist-application-form/>)

(SC Ref:819003)

## VI.4) Procedures for review

### VI.4.1) Review body

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/>