

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/010073-2022>

Contract

## **Participatory Research Training**

Ministry of Justice

F03: Contract award notice

Notice identifier: 2022/S 000-010073

Procurement identifier (OCID): ocds-h6vhtk-032df5

Published 14 April 2022, 3:07pm

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

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

Ministry of Justice

102 Petty France

London

SW1H 9AJ

#### **Email**

[ProbationDynamicFramework@justice.gov.uk](mailto:ProbationDynamicFramework@justice.gov.uk)

#### **Telephone**

+44 02033343555

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

Buyer's address

<https://ministryofjusticecommercial.bravosolution.co.uk/web/login.html>

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

The contract is awarded by a central purchasing body

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

Participatory Research Training

Reference number

prj\_8024

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

- 75231240 - Probation services

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

Services

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

This Contract Award Notice details the award of a call-off competition conducted by the Authority via the Ministry of Justice's Probation Service Dynamic Framework (PSDF). The Probation Service sought a provider to deliver training to provide an awareness level appreciated of participatory, co-produced research methods that will be utilised within a probation service context.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £21,952.80

### **II.2) Description**

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

NUTS codes

- UK - United Kingdom

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

The NPS National Service User Involvement Plan (January 2021) indicates how important it is to create a system which fully integrates service user perspectives. This includes to develop and reach joint solutions with the people the NPS supports and works with. Involving people who use NPS services in how they design and deliver them, is key to the aim of working together to protect the public and help people lead law-abiding and positive lives. It is important to build a culture of including and listening to diverse sources of input and insight, to understand 'what works', and apply learning across the Service, enabling people to be their best and creating an open learning culture, listening to the voices, stories and lived experiences of service users. Working with people on probation in relation to what works in probation practice involves engaging in co-produced, participatory research that produces insightful findings that have a practical application.

The Strategy and Improvement team within the Probation Workforce Programme is establishing a Research Network, comprised equally of HMPPS staff members and service users or individuals with lived experience of the criminal justice system (CJS). Following selection of research network members - who will be selected by the Authority, learning opportunities initially in the form of training will be required to establish all participants at a level of skills and understanding sufficient to undertake small scale, robust, participatory, co-produced research projects. Initial, bespoke, online training (with supplementary learning materials) is thus required in relation to individuals engaging fully in participatory, co-produced research design and delivery.

The Provider will deliver training to provide an awareness level appreciated of participatory, co-produced research methods that will be utilised within a probation service context. The key outcomes to be achieved shall include, but not be limited to the following:

By the end of the learning event(s) participants will have sufficient foundational knowledge to undertake primary research activities relating to participatory, co-produced research methods.

By the end of the learning event(s) participants will have sufficient foundational skills awareness to undertake primary research activities relating to participatory, co-produced research methods.

(a) the ability to understand and integrate resources gleaned through various means - online, at the library, in archives, via interviews etc.

(b) the ability to collect and organise important historical data

(c) the ability to acknowledge research sources properly

(d) the ability to formulate, document, analyse, and report on research

(e) the ability to manage a research project

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

Quality criterion - Name: Mandatory Declarations / Weighting: Pass/Fail

Quality criterion - Name: Staff & Personnel / Weighting: 10%

Quality criterion - Name: Training / Learning Methods / Weighting: 25%

Quality criterion - Name: Participatory Research Methods / Weighting: 25%

Quality criterion - Name: Training Delivery Plan / Weighting: 40%

Price - Weighting: Price Per Quality Point

### **II.2.11) Information about options**

Options: Yes

Description of options

The Authority reserved the right to exclude tenders that did not achieve a total quality score of 60 percent

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

---

## **Section IV. Procedure**

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

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

Restricted 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.2.1) Previous publication concerning this procedure**

Notice number: [2020/S 114-277986](#)

---

## **Section V. Award of contract**

### **Contract No**

ITT\_8024

### **Title**

Participatory Research Training

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

15 March 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 1

The contract has been awarded to a group of economic operators: No

### **V.2.3) Name and address of the contractor**

Revolving Doors Agency

South Bank Technopark, 90 London Road

london

SE1 6LN

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

Yes

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £21,952.80

---

## **Section VI. Complementary information**

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

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

High Court

London

Country

United Kingdom

Internet address

<https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

A copy of all complaints should be sent to the Commercial and Contract Management Directorate (CCMD) Compliance team [commercialcompliance@justice.gov.uk](mailto:commercialcompliance@justice.gov.uk) and [ProbationDynamicFramework@justice.gov.uk](mailto:ProbationDynamicFramework@justice.gov.uk).

We acknowledge all complaints in writing within five working days and aim to respond within ten working days. If a full response cannot be issued within this timescale we will let you know how long it will take.

We monitor and report on the complaints we have received and our goal is to learn from them and improve our processes.

If you have a comment or complaint about any aspect of a current/recent procurement round please provide in writing full details of the procurement round you are referring to including if possible:

- Information to accompany a complaint
- Any reference details
- Goods / service being tendered/contracted for
- Contact details of the relevant commercial contract manager or team

If you are not satisfied with your reply, you may contact the person who responded to your initial complaint, or another contact point named in our response to you. Your complaint will be acknowledged in writing within five working days of receipt.

If you are still dissatisfied, depending on its nature, we may refer your complaint to the Legal Services Directorate if appropriate. Your complaint will be acknowledged in writing within five working days of receipt.