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Planning

## **Tool(s) for Employee Performance alignment and management, Development planning, Engagement and Learning (essential/mandatory as well as supporting development)**

Satellite Applications Catapult

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-010419

Procurement identifier (OCID): ocds-h6vhtk-03bded

Published 12 April 2023, 8:48am

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

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

Satellite Applications Catapult

Electron Building, Fermi Avenue, Harwell

Didcot

OX11 0QR

#### **Email**

[procurement@sa.catapult.org.uk](mailto:procurement@sa.catapult.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://sa.catapult.org.uk/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA42845](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42845)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Other type

RTO

**I.5) Main activity**

Other activity

Space Sector

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## **Section II: Object**

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

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

Tool(s) for Employee Performance alignment and management, Development planning, Engagement and Learning (essential/mandatory as well as supporting development)

Reference number

SAC-PIN-24-005

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

- 48000000 - Software package and information systems

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

Supplies

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

We recognise that people who are motivated, engaged, supported, and understand their purpose, power organisational growth. It is critical for us to find the tool(s) that will help us to deliver this. Our goal is to be able to assess our employees' strengths and identify weaknesses; and help our employees to grow, develop and thrive.

The Satellite Applications Catapult is seeking for a tool(s) to manage the following aspects of the employee's life cycle:

Lot 1 – Performance, Development and Engagement Tool

Lot 2 – Learning and Development Tool

Or

Lot 3 – Combined Tool

For more information about our requirement and the identified lots, please download the accompanying document.

This process will be undertaken compliantly within regulations. Prospective suppliers may be asked to present to a panel of stakeholders to display their tools capability.

We will be looking to publish the competition for this requirement over the next few weeks so please ensure that you have registered your interest on MyTenders to receive updates.

In the meantime, if you have any feedback about our proposed lotting structure or the content in any of the lots as it stands, please send this through to [procurement@sa.catapult.org.uk](mailto:procurement@sa.catapult.org.uk) with the reference "SAC-PIN-24-005" in the subject line.

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

This contract is divided into lots: Yes

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Awarding to Lot 1 & Lot 2 OR Lot 3 Combined

## **II.2) Description**

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

Learning and Development Tool

Lot No

2

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

- 80000000 - Education and training services
- 80500000 - Training services
- 80420000 - E-learning services
- 80511000 - Staff training services
- 80521000 - Training programme services
- 80532000 - Management training services
- 80570000 - Personal development training services
- 48931000 - Training software package

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Harwell

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

To be able to support our employees continues learning and development, we are seeking for a tool that would include:

- Personalized learning experience and curation-based learning
- Off the shelf and customizable learning content (including mandatory training)
- Microlearning
- Blended Learning
- Interactive ways of checking an individual knowledge prior to completing a learning course
- Easily accessible
- Mobile friendly
- Standard and customizable reporting

Not essential, but desirable:

- Integration with our HRIS, Cezanne
- Links to selected Lot 1 tool
- Integration with Microsoft Teams and/or Outlook
- Ability for self-booking onto on-boarding events and face to face/virtual training events

#### **II.2.14) Additional information**

For additional information please download the accompanying document.

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

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

Combined

Lot No

3

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

- 48900000 - Miscellaneous software package and computer systems
- 80420000 - E-learning services
- 80000000 - Education and training services
- 80500000 - Training services
- 80511000 - Staff training services
- 80521000 - Training programme services
- 80532000 - Management training services
- 80570000 - Personal development training services
- 48931000 - Training software package

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Harwell

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

Lot 1 and 2 Combined

### **II.2.14) Additional information**

For additional information please download the accompanying document.

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

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

Performance, Development and Engagement Tool

Lot No

1

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

- 48900000 - Miscellaneous software package and computer systems

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Harwell

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

A tool that manages performance and enables the creation of engaged and high-performing teams.

The tool needs to include:

- Instant and continuous feedback for individuals and the company (including 360 feedback)
- Goal setting and continual review of progress (on individual, team and organisational basis)
- The ability to link goals through individual and team to an organisational level
- The ability to set up review cycles with flexibility, to support and prompt managers and employees
- Space for self-reflections
- Multiple routes for engaging performance conversations
- An ability to report on the data and customise reports as per organisational needs

- Report and track diversity data
- Engagement (comprehensive and custom surveys including quick pulses)
- Identify opportunities for learning and development

The tool must also be customizable, adaptable and intuitive for our workforce. Our intent is that the tool helps managers to manage effectively and helps employees to align to our purpose and develop at the same time. The tool will not be mandated, people must want to use it because they understand the value it brings to them and their team.

Not essential, but desirable:

- Integration with our HRIS, Cezanne
- Access and connection to other departments goals
- Some of the shelf learning content, hints, and 'nudge' learning
- Change Management
- Supported by behavioral science
- Calibration enablement

#### **II.2.14) Additional information**

For additional information please download the accompanying document.

#### **II.3) Estimated date of publication of contract notice**

24 April 2023

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### **Section IV. Procedure**

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

##### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

For additional information please download the accompanying document.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=229133](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=229133).

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