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Tender

## **The Provision of Associate Trainers**

Glasgow Kelvin College

F02: Contract notice

Notice identifier: 2022/S 000-011723

Procurement identifier (OCID): ocds-h6vhtk-033468

Published 5 May 2022, 3:13pm

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

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

Glasgow Kelvin College

123 Flemington St glasgow

Glasgow

G21 4TD

#### **Contact**

Alison Lees

#### **Email**

[alees@glasgowkelvin.ac.uk](mailto:alees@glasgowkelvin.ac.uk)

#### **Telephone**

+44 1416305000

#### **Country**

United Kingdom

**NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<https://www.glasgowkelvin.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA22362](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA22362)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<http://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.publiccontractsscotland.gov.uk>

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://www.publiccontractsscotland.gov.uk>

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

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

The Provision of Associate Trainers

Reference number

CS-GKC0055

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

- 80500000 - Training services

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

Services

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

Glasgow Kelvin College is seeking Training Providers who are able to provide specific Associate Trainer services to the College on a call-off basis subject to the demand of GKC clients. Trainers are expected to have relevant qualifications to deliver the courses they bid for.

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

Value excluding VAT: £50,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

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

Construction

Lot No

5

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

- 80500000 - Training services

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

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

Associate Trainer Courses Lot 5 Construction

**II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

2 optional extension periods of 12 months

### **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**

Leadership, Management, Business Skills

Lot No

1

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

- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Associate Trainer Lot 1 Leadership, Management, Business Skills

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

Option to extend for 2 periods of 12 months

### **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**

Computing & IT

Lot No

2

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

- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Associate Trainers Lot 2 Computing & IT

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

No

**II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

Option to extend for 2 X 12 month periods

**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**

Health & Safety

Lot No

3

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

- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Associate Trainers Lot 3 Health & Safety

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

Option to extend for 2 periods of 12 months

### **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**

Associate Trainers Lot 4 Health & Social Care

Lot No

4

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

- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Associate Trainers Lot 4 Health & Social Care

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 5

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

Option to extend for 2 x 12 month periods

#### **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 a requirement of a specific training course that the training organisation is accredited to be able to issue qualification certification, then the accreditation will be made a requirement under the relevant future mini competitions.

As not all training will require a qualification to be issued upon completion of the course, accreditation is not a mandatory requirement of every training delivery.

Applicants should indicate if they are accredited to issue qualifications, and which qualifications they are accredited to issue in the SPD question 4A.

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

List and brief description of selection criteria

Employer's Liability Insurance covering the death of or bodily injuries to employees of the applicant arising out of and in the course of their employment in connection with this contract to the minimum level of 5000000 GBP in respect of each claim, without limit to the number of claims.

Public and Products Liability Insurance covering the death of or bodily injury to a person (not an employee of the applicant) or loss of or damage to property resulting from an action or failure to take action by the applicant to the minimum level of 5000000 GBP in respect of each claim, without limit to the number of claims.

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

List and brief description of selection criteria

With reference to the nature and details of the training courses, the applicant(s) recommended for award to the Framework will be training providers that provide 3 examples that demonstrate their relevant experience delivering such training over the last 3 years.

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## **Section IV. Procedure**

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

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

Restricted 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

#### **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

6 June 2022

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

15 August 2022

#### **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: 6 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **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**

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=692202](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=692202).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:692202)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=692202](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=692202)

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

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

Glasgow Sheriff Court

21 St Andrews St

City of Glasgow

G1 5PW

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

As above

Glasgow

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

as above

Glasgow

Country

United Kingdom