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Tender

## **HCC 05/21- Provision Of Apprenticeship Levy Training Provider Framework**

Hertfordshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-011857

Procurement identifier (OCID): ocds-h6vhtk-02b5c3

Published 27 May 2021, 3:14pm

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

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

Hertfordshire County Council

Pegs Lane

Hertford

SG13 8DE

#### **Contact**

Strategic Procurement Group

#### **Email**

[simon.hastings@hertfordshire.gov.uk](mailto:simon.hastings@hertfordshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

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

Buyer's address

<http://www.supplyhertfordshire.uk>

**I.3) Communication**

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

<http://www.supplyhertfordshire.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.supplyhertfordshire.uk>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local Agency/Office

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

HCC 05/21- Provision Of Apprenticeship Levy Training Provider Framework

Reference number

HCC2112831

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

- 80400000 - Adult and other education services

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

Services

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

Hertfordshire County Council (the 'Council') is currently out to procurement for the provision of a Framework Agreement of external Training Providers who are accredited to RoATP to deliver quality apprenticeships. Further information with regards to this opportunity can be found in II.2.4) Description of the procurement field Organisations wishing to take part in this project are invited to "express interest" which will give access to the full procurement documents in the e-tendering system. Please see VI.3) Additional information for further information. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

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

Value excluding VAT: £16,000,000

#### **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**

HCC 05/21- Provision of Apprenticeship Levy Training Provider Framework

Lot No

Zero

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

- 80400000 - Adult and other education services

**II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Hertfordshire County Council 'The Council'- wishes to procure a Framework Agreement of external Training Providers who are accredited to RoATP (the Government's approved Register of Approved Training Providers) to deliver quality apprenticeships across a variety of areas throughout Hertfordshire and adjoining counties. The Framework Agreement will consist of the following Lots: Lot 1- Business, Leadership and Management. Lot 2- Finance. Lot 3- Technology. Lot 4- Legal. Lot 5- Health and Community Services. Lot 6- Children's Services. Lot 7- Environment and Property. Lot 8- Community Protection. Lot 9- Schools. Lot 10- Libraries. The Framework Agreement will be awarded on behalf of Hertfordshire County Council and managed or other Participating Bodies. The following contracting entities are 'Participating Bodies' for the purposes of this Framework Agreement: Any present or future trading arm, wholly owned company, mutual, joint venture, trust and shared service of Hertfordshire County Council. Those Hertfordshire community, foundation, free, studio, voluntary aided and voluntary controlled schools and academies. Hertfordshire Borough and District Councils. Participating Bodies presently named will include: Hertfordshire Catering Ltd, Herts Living Ltd, Herts at Home Ltd, Herts Fullstop Ltd, Libraries for Life, Hertfordshire Local Enterprise Partnership, Herts For Learning Ltd, Broxbourne Borough Council, Dacorum Borough Council, East Herts Council, Hertsmere Borough Council, North Hertfordshire District Council, St Albans City and District Council, Stevenage Borough Council, Three Rivers District Council, Watford Borough Council, Welwyn Hatfield Borough Council. The estimated total value of the Framework Agreement is stated in II.1.5) of this notice and is for the initial term inclusive of the approximate value for extensions, together with the Call-Off Contracts. For the

avoidance of doubt, the estimated annual value of the Contract will be approximately GBP 14,000,000 - 16,000,000. The Framework Agreement will be awarded for an initial term of 2 years, with the option to extend the Framework Agreement up to 2 further years Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. There will be no form of exclusivity or volume that is guaranteed under the resultant Framework Agreement and the Council and other participating authorities will be entitled to enter into other contracts and arrangements with other suppliers for the provision of any, or all, of the requirements which are the same as, or similar to those specified under the established Framework Agreement. Organisations should be aware that due to the nature of the Services provided, any Framework Agreement formed as a result of this procurement process shall be executed as a deed. Organisations should seek independent legal advice on the implications of this prior to submitting their bid, where appropriate.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Value excluding VAT: £16,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Business, Leadership and Management (LM) & HR (HR)

Lot No

One

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to) public sector commercial, project management, business admin, customer services, management, leadership, HR consultant, recruitment and HR support

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Value excluding VAT: £16,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

## **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**

Finance (F)

Lot No

Two

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to) accounting, credit control, workplace pensions admin and security services.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Value excluding VAT: £16,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Technology (T)

Lot No

Three

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to) data analyst, IT application specialist, software development, infrastructure technician and digital learning design.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Title: Legal (L)

Lot No

Four

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to) legal services and courts, tribunal and prosecution administration. Other qualifications that would enable Legal Services to achieve the below statement would be included in this lot. The Council's Legal Services provide high quality legal and administrative services to enable the Council to carry out its policies and statutory obligations within the law and its own procedures. The department have expertise in a wide range of legal services, including: Adult and Children Law, Environment, Property and Dispute Resolution Law, Commercial Law, Legal Services and Business Support Services.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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 and Community Services (HCS)

Lot No

Five

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to), Health & Social work qualifications, lead practitioner in adult care and health and social care. The HCS vision is that people in Hertfordshire feel well informed about what's available to them so they can lead safe, happy and healthier lives in a way they choose. They feel valued and listened to, have independence and a range of positive things to do. We offer the best and most responsive services in the country. These are services our staff feel proud to deliver and would be pleased to receive.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Value excluding VAT: £16,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Children's Services (CH)

Lot No

Six

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered include (but are not limited to) children, young people and family's manager, early years educator, youth work and supporting teaching and learning. Other qualifications that would enable Children's Services to achieve the below statement would be included in this lot. Children's Services places the interests of children firmly at the centre of everything they do, working with families to offer quality advice, support and guidance; build children's confidence and self-esteem and prepare them for life ahead. Children's Services aim to help children with a variety of needs: those who may have learning difficulties, physical difficulties, social problems, are particularly gifted, need help in schooling or need someone to talk to.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Environment and Property ( Env and Prop )

Lot No

Seven

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the all subject areas include (but are not limited to) civil engineering and town planning. Other qualifications that would enable the Environment department to achieve the below statement would be included in this lot. The Environment department works closely with partners to deliver services such as Waste Management, Highways, Transport and Development Management to ensure the wellbeing of Hertfordshire's

residents and businesses. Through the running of essential services, the department plays a vital role in helping to secure the future prosperity and quality of life of people living in the county.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Community Protection (CP)

Lot No

Eight

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas include (but are not limited to) business fire safety advisor, fire fighter, emergency fire service operations and personal training. Other qualifications that would enable Community Protection to achieve the below statement would be included in this lot. The Community Protection Directorate (C P D) brings together: Hertfordshire Fire and Rescue Service (H F R S) Hertfordshire Trading Standards Hertfordshire Resilience Team (Emergency Planning) County Community Safety Unit (C C S U). As a result, the Fire Protection, Fire Prevention, Trading Standards and the CCSU teams have combined to form Joint Protective Services (JPS). This team works closely with colleagues in HFRS delivering community safety and emergency response.

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Schools (Sch)

Lot No

Nine

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered will include (but are not limited to) teaching assistants etc

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

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

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

Variants will be accepted: No

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

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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**

Title: Libraries (Lib)

Lot No

Ten

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

- 80400000 - Adult and other education services

**II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

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

Within this lot the subject areas covered will include (but are not limited to) library relevant qualifications etc.

**II.2.5) Award criteria**

Cost criterion - Name: Importance of Apprentice choice via D A S / Weighting: 100

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will be reviewed at the end of the Framework Agreement period.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

extended at the sole discretion of the Council for up to two (2) further years, year on year.

### **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

Must be RoATP registered

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

## **Section IV. Procedure**

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

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

Open 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.2.2) Time limit for receipt of tenders or requests to participate**

Date

30 June 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

30 June 2021

Local time

12:00pm

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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 payment will be used

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

Please note Hertfordshire County Council has worked closely with its districts and partners to create a joint procurement portal called supply Hertfordshire. This portal provides an e-Tendering system which is run by In-Tend. To access this procurement opportunity please visit [www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.co.uk](mailto:support@in-tend.co.uk) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00. The Council reserves the right at any time to cease the procurement process and not award a Framework Agreement or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and remain financially viable to fulfil the requirements under the Framework Agreement. The services advertised in this notice fall under the services listed in Annex XIV to Directive 2014/24/EU of the European Parliament and of the Council and the contracting authority is not obliged to follow The Public Contracts Regulations 2015 in full. The procurement process that will apply to the services is specified in the procurement documents accordingly.

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

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

High Court

Royal Courts of Justice The Strand

London

WC2A 2LL

Country

United Kingdom

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

High Court

Royal Courts of Justice The Strand

London

WC2A 2LL

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Framework Agreement is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Framework Agreement before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Framework Agreement has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract/Framework Agreement has been entered into the court has the options to award damages and/or to shorten or order the Framework Agreement ineffective.

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

Chief Legal Officer

Hertfordshire County Council County Hall

Hertford

SG13 8DE

Country

United Kingdom