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Planning

## **Defra Group Driver Training**

Defra Network eTendering Portal

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-012202

Procurement identifier (OCID): ocds-h6vhtk-03c4e2

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

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

Defra Network eTendering Portal

17 Nobel House

London

SW1P 3JR

#### **Contact**

Julie Anderson-Morgan

#### **Email**

[Network.Procurement@defra.gov.uk](mailto:Network.Procurement@defra.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>

Buyer's address

<https://defra-family.force.com/s/Welcome>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Ministry or any other national or federal authority

**I.5) Main activity**

Environment

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

Defra Group Driver Training

#### II.1.2) Main CPV code

- 80511000 - Staff training services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Defra Group Driver training

This notice is to advertise a forthcoming requirement for Defra group Commercial on behalf of Defra, the government department responsible for improving and protecting the environment. This requirement is for Defra, the Animal and Plant Health Agency and the Rural Payments Agency, although other members may look to join this contact during its lifetime.

Defra is committed to providing and maintaining a safe and healthy working environment, to ensure the health, safety and wellbeing of employees. Defra aims to meet its departmental driving policy and reduce the risk of driving incidents and harm to staff by undertaking driver training.

Defra Group are looking for supplier(s) that can provide driver assessments and practical driver training for geographically dispersed teams. Defra Group operate throughout the Great Britain and training will need to operate within the perimeters of the working time policy, where parts of Defra Group cannot drive more than 12 hours in total in a day or work more than 16 hours total.

Defra Group Map in Appendix A to give an indication of the breadth of areas Defra Group cover. APHA location map found here:

[https://www.google.com/maps/d/viewer?mid=1j0ZlbnJe\\_YUpfQzFQzjoK-BWW98&ll=54.54157307268993%2C-5.174015244140603&z=6](https://www.google.com/maps/d/viewer?mid=1j0ZlbnJe_YUpfQzFQzjoK-BWW98&ll=54.54157307268993%2C-5.174015244140603&z=6)

This training is split into two lots:

- Lot 1 Higher Risk Driver Training
- Lot 2 4x4 Driving / Trailer Towing / All-Terrain Vehicles (ATVs)

#### II.1.5) Estimated total value

Value excluding VAT: £354,000

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

This contract is divided into lots: Yes

## **II.2) Description**

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

Lot 1 High Risk Driver training

Lot No

1

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

- 80000000 - Education and training services
- 80510000 - Specialist training services
- 80000000 - Education and training services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

National Coverage

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

Lot 1 Higher Risk Driver Training:

We currently require higher Risk driver training to be provided in the following formats but are considering a classroom based offer.

- Face to face for people who have been identified as high risk by the business
- Online training to individuals who have been identified as suitable by the business for online training or online refresher training (we see this as the same product).

Face to Face requirements

Learning outcomes as mentioned below and provided based on a 1:1 and 1:2 ratio (one instructor for one or two staff members). Defra Group do not require bespoke content so 'off the shelf' products would be suitable.

We expect the potential supplier to use trained and accredited trainers to deliver this specialist on the road driver training.

We expect the training to include a classroom or pre-learning theory element prior to the practical driving.

We require copies of relevant certification as part of the tender evidence process.

We will require evidence of how you can provide this training either using \*supplier's equipment, or Defra group equipment (vehicles) or combination of both.

\*Please including relevant insurance details if you intend to provide vehicles. If you require Defra group to provide the vehicles, please outline what documentation you require.

Face to face and online training must be accredited to a professional institute standard, such as Rospa or Institute of Advanced Motorists.

Target audience for face to face and online : Employees who drive over 6,000 miles a year for their role.

Additional High-Risk Drivers are employees who are identified at being at additional risk due to being an

- Inexperienced/newly passed driver,
- People with additional points on their licence,
- People who have recorded an accident or near miss at work,
- Employees who learned to drive on international/non-UK roads.

Delivery Methods:

Face to face training involving in vehicle training and assessment. We expect the training to include a classroom or pre-learning theory element prior to the practical driving.

Online Method: accessible via Defra group devices, compliant with MS based products including edge and chrome browsers

Approximate predicted numbers for face to face or online learning are estimated to be approx. 2500

## **II.2) Description**

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

Lot 2 ATV and 4x4 driver training

Lot No

2

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

- 80000000 - Education and training services
- 80510000 - Specialist training services
- 80000000 - Education and training services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

National Coverage

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

Lot 2 4x4, trailer towing and ATV Driver Training:

Defra Group do not require bespoke content so 'off the shelf' practical course would be suitable. Lot 2 to be provided by face to face training.

We expect the potential supplier to use trained and accredited trainers to deliver this specialist driver training and will require copies of relevant certification prior to contract award. The training must be accredited to a professional institute standard, such as Lantra, Borda or Rospa. Quotations should be provided based on a 1:1 and 1:2 ratio (one instructor for one or two staff members).

4x4 training

Training for Drivers are employees who are required to drive 4x4 on and off road as part of their duties. We require the supplier to provide venues across the Great Britain which are close within reasonable travelling distance of Defra group geographical locations and demonstrate relevant insurance compliance.

Trailer Towing

Training for employees who are required to tow trailers up to their DVLA combined weight as listed on and off road as part of their duties. Website: <https://www.gov.uk/towing-with-car>

Venues across the Great Britain which are close within reasonable travelling distance of Defra group geographical locations and demonstrate relevant insurance compliance.

ATV

Training for employees who are required to drive a range of ATV's i.e. side by side and sit astride machines, for example quad bikes.

Venues across the Great Britain which are close within reasonable travelling distance of Defra group geographical locations and demonstrate relevant insurance compliance.

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

8 June 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: No

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## **Section VI. Complementary information**

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

Expression of interest

If you are interested in tendering for either or both of these training lots could you please answer the following questions.

1) Would you be interested in Bidding on either/or both of these training lots

2) Are you able to provide training for Great Britain or do

Please send you answers by email to [Julie.Anderson-Morgan@defra.gov.uk](mailto:Julie.Anderson-Morgan@defra.gov.uk)

Please note that an expression of interest is not considered a tender and a formal tender will be required once the requirement is published.