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Planning

## **T Level Professional Development (TLPD) Leadership Residential**

The Education and Training Foundation

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-012858

Procurement identifier (OCID): ocds-h6vhtk-02b9ab

Published 8 June 2021, 4:35pm

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

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

The Education and Training Foundation

Third Floor, 157 - 197 Buckingham Palace Road

London

SW1W 9SP

#### **Email**

[tenderqueries@etfoundation.co.uk](mailto:tenderqueries@etfoundation.co.uk)

#### **Telephone**

+44 2037408280

#### **Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

<http://www.et-foundation.co.uk>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA28768](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA28768)

**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

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

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA28768](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA28768)

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

Other type

Charity

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

T Level Professional Development (TLPD) Leadership Residential

Reference number

TLPD LRes 2021 - 2024

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

- 80000000 - Education and training services

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

Services

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

T Levels Professional Development (TLPD) has a range of activities, many of which are underway. One programme area which was delayed due to the Covid -19 pandemic was creation and delivery of a residential leadership programme. Aligned with the wider TLPD curriculum and CPD already devised, ETF are seeking to commission the design and delivery of a distinct and separate high status offer for a limited number of participants from leadership roles within the FE sector, preparing them to lead delivery of T Levels in their organisation.

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

Value excluding VAT: £850,000

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

This contract is divided into lots: No

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

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

- 80000000 - Education and training services
- 80500000 - Training services

- 80510000 - Specialist training services
- 80531200 - Technical training services
- 80511000 - Staff training services
- 80570000 - Personal development training services
- 92312212 - Services related to the preparation of training manuals

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

England

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

The ETF are seeking a delivery partner who will be able to develop and deliver this residential programme. It will consist of:

The development and delivery of a residential leadership course (expected to be a 'long weekend' of attendance or equivalent). The course is to focus primarily on change management theory and practice through the lens of the UK public sector, building capacity in the leadership teams to see through complex and long term cultural and operational change in their organisation.

The facilitation of a number (probably three) of follow up development sessions for participants, one per term, sharing practice between 'buddy groups' and at different levels within their organisations to ensure success and embedding of practice. These are not expected to be residential, nor necessarily held at the residential location (although this can be considered based on costings).

The primary activity of the Residential is planned as a three day / two night residential training programme. The duration has been proposed as this allows delivery over a 'long weekend' for example leading into a half term break, minimising disruption in college delivery – the target audience will have many competing demands on their time.

It is proposed that the residential phase of the programme is the beginning of a longitudinal process of organisational development which will last for at least the following eighteen months. This OD process will involve the attendees at the residential but also a small number of other provider staff.

The potential first target date for delivery of residential 1 is currently February 2022.

Market Engagement Request for Information

We would welcome your views on the proposed contract work in terms of:

1. Is this residential contract of sufficient scale to be of interest to your organisation?
2. What expertise and prior experience would be brought to bear in this contract, please provide a brief example
3. Is the Tender timeframe realistic, if not please provide preferred timeline?
4. What challenges may exist in relation to intellectual property or other contractual obligations of delivering a government funded contract?

Please see Appendix A – IP Requirements document and refer to Appendix B- ETF Terms and Conditions

5. Please indicate the level of approval that would be required to enable you to enter into a contract to supply the Service (e.g., Chief Exec / Board approval / Managing Director / Head of Service, etc):
6. Please provide a high-level budget breakdown for delivery of the services by completing Appendix C - Draft Financial model
7. Please provisionally estimate (as a percentage of total cost) the % amount of the delivery that will be performed by in house staff, the % that would be delivered by freelance staff, and the % that would be sub-contracted
8. What can be realistically achieved in the delivery timeframe
9. Approach to delivery of the requirements
10. Please advise preference for delivery of strands of work

Strand 1 only

Strand 2 only

Both Strands

11. What Key Performance Indicators or service measures would be effective and appropriate for this contract (s)

## 12. Likelihood (or not) of bidding

Indicative timetable

Pre-Market Engagement Exercise - 08/06/2021-02/07/2021

Invitation to Tender issued - 19/07/2021

Tender response deadline - 13/08/2021

Evaluation and clarification period - 16/08/2021-03/09/2021

Contract Award - 13/09/2021-24/09/2021

Contract start -27/09/2021

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

The TLPD Procurement is for education services and for the purposes of the Public Contracts Regulations 2015 (“Regulations”) falls into the category of “Social and Other Specific Services”

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

19 July 2021

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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

Please note this Notice is not a Call for Competition. Any future contract opportunities related to this requirement may be published on Contracts Finder and/or FTS

All information and dates contained in this notice is indicative only.

ETF may use information provided and/or future correspondence when compiling any final tender documents but reserves the right not to accept any such information.

The ETF manages its market engagement and tender activity through the [myTenders.co.uk](https://www.myTenders.co.uk) portal, all documents are available to download from this site, all tenderers should acquaint themselves with this portal to ensure that they have an understanding of how the site works.

Tenderers should submit a response to this Market Engagement to the following e-mail address: [tenderqueries@etfoundation.co.uk](mailto:tenderqueries@etfoundation.co.uk) no later than 14:00hrs on 2nd July 2021

Any questions or queries relating to this document and related documentation should be raised via the [tenderqueries@etfoundation.co.uk](mailto:tenderqueries@etfoundation.co.uk)

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=223068](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=223068).

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