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Planning

Functional Assessment Clinical Assurance and Training Services (FACATS)

Department for Work and Pensions

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-013106

Procurement identifier (OCID): ocds-h6vhtk-04fd5e

Published 4 April 2025, 1:55pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

The estimated contract values have been updated as the initial version of the notice specified annual contract values. Therefore, for the minimum contract term of 2 years stated in the notice, the estimated total contract value is £700,000 excluding VAT (£840,000 including VAT).

Scope

Reference

project_27621

Description

BACKGROUND

DWP commissions the provision of circa 2 million assessments per year, which are conducted on behalf of DWP by Healthcare Professionals (HPs) employed by the suppliers that were awarded Functional Assessment Service (FAS) contracts. The assessments are used to help determine eligibility to certain disability related benefits including Personal Independence Payment (PIP), Universal Credit (UC), Employment Support Allowance (ESA) and other Specialist Benefits.

DWP's Core Training and Guidance Materials (CTGM) is used by the FAS suppliers to ensure HPs have appropriate knowledge of the clinical aspects and the functional effects of a wide range of health conditions and disabilities (as well as specific knowledge of how to conduct the benefit related assessments and the related policy) to enable the HPs to effectively conduct the assessments.

The CTGM currently comprises a total of approximately 900 documents with a total of circa 30,000 pages.

DWP is required to review and update the CTGM on an annual basis and when changes are required to any CTGM document due to policy changes, guidance updates, legislative changes, etc.

In addition, approximately 200 Authority Clinicians who work for DWP will also use the CTGM for reference and as a resource for Continuing Professional Development (CPD).

SCOPE OF THE REQUIREMENT / CONTRACT SUBJECT-MATTER

DWP is intending to run a procurement exercise to procure the following services:

- Clinical QA Service

- Annual Training Course Service
- Educational CPD Materials Service

Clinical QA Service:

The scope of the Clinical QA Service is for the Supplier to undertake a clinical assurance review and update of all CTGM documents at least annually. The contents of the CTGM documents vary widely but generally consist of functional assessor training, clinical policy specific documents, clinical condition specific training, multiple choice questions, case scenarios, etc. The purpose of the clinical quality assurance review to be performed by the Supplier is to ensure each CTGM document is clinically accurate, uses appropriate clinical language and aligns with current NHS best practice and national guidance (e.g. NICE guidance) and international guidance (e.g. WHO).

The Supplier will be required to perform the clinical quality assurance review of the CTGM documents using clinicians that: (i) are either primary care doctors with a valid MRCGP qualification or a specialist doctor holding CCT or CESR qualification; (ii) registered with a licence to practise on the GMC's 'GP Register' or 'Specialist Register' with no sanctions attached to their registration (with the exception of a sanction that relates to the clinician's personal disability) and, (iii) have at least 2 years demonstrable experience of developing and/or reviewing clinical education and/or training materials which reflect UK national guidance (e.g. NHS best practice, NICE guidance, etc.) and international guidance (e.g. WHO) and have an up-to-date knowledge of a wide range of clinical conditions, functional effects of disease, disability awareness and mental health awareness.

Annual Training Course Service:

The scope of the Annual Training Course Service will cover the development and delivery of a bespoke CPD clinical training course once per year. The Supplier is required to develop this training course with content that can be delivered in a face-to-face setting with 6 hours of content. The course will cover clinical topics related to the clinical and functional assessments detailed within the CTGM documents that have been updated during the previous 12 months and other relevant material agreed by DWP e.g. safeguarding or topics of interest. The training course material must be in line with CPD for Regulated Clinicians as per best practice in the NHS.

Educational CPD Materials Service:

The scope of the Educational CPD Materials Service is for the Supplier to develop educational CPD materials that will provide 6 hours of clinical education material in the form of videos, podcasts, /or other interactive materials for Authority Clinicians to access independently.

The CPD material is required to: (i) cover clinical topics relevant to Assessments (and from Contract Year 2 include the clinical topics detailed within the CTGM documents that have been updated during the previous 12 months); (ii) cover the main clinical changes that have occurred in National guidance over the previous 12 months, e.g. updates to NICE guidelines; (iii) meet DWP quality standards, be evidence based, in line with best practice (e.g. NICE guidelines) and free from bias; and, (iv) be in line with CPD for Regulated Clinicians as per best practice in the NHS.

CONTRACT DETAILS:

The contract details are to be determined. The estimated contract start date is 1 August 2025. The contract duration is to be determined but will be for a minimum of 2 years and there may be options for DWP to further extend the initial term of the contract.

Total value (estimated)

- £700,000 excluding VAT
- £840,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 31 July 2027
- 2 years

Main procurement category

Services

CPV classifications

- 80500000 - Training services
- 80510000 - Specialist training services
- 80511000 - Staff training services
- 85000000 - Health and social work services
- 85100000 - Health services
- 85140000 - Miscellaneous health services
- 85141000 - Services provided by medical personnel
- 75310000 - Benefit services
- 75311000 - Sickness benefits
- 75313000 - Disability benefits

Contract locations

- UK - United Kingdom

Engagement

Engagement deadline

2 May 2025

Engagement process description

GENERAL INFORMATION

It is mandatory for any interested suppliers to register on the new CENTRAL DIGITAL PLATFORM which is part of the enhanced Find a Tender Service. DWP welcomes interest from all suitable suppliers, including SMEs and VCSEs.

PRELIMINARY MARKET ENGAGEMENT

1) Questionnaire

DWP will be issuing a questionnaire to suppliers who wish to participate in this preliminary market engagement. The questionnaire will ask suppliers for feedback on: (i) various aspects of the services DWP intends to procure; and, (ii) the previous experience of suppliers in delivering similar services.

Questionnaire responses must be returned to DWP no later than 25 April 2025.

DWP may follow up with individual suppliers to clarify responses in their questionnaire submissions.

2) Supplier Briefing Day

The Supplier Briefing Day will be held via Teams. The date is to be confirmed but will be held between 22 - 24 April 2025. The duration is to be confirmed but is likely to be 3 to 4 hours between 9am and 5pm on the selected day.

DWP's Chief Medical Advisor will open the event outlining the purpose and objectives of this procurement and DWP's procurement team will also attend to answer any questions from participating suppliers.

Suppliers are required to register their interest to participate in this preliminary market engagement no later than 17 April 2025 by emailing professional.services@dwp.gov.uk detailing: (i) company registered name; (ii) company registered address; (iii) details of the company's primary and secondary nominated representatives for this engagement (e.g. name, job title, email address and contact telephone numbers).

DWP will close this preliminary market engagement on 2 May 2025.

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Publication date of tender notice (estimated)

13 May 2025

Procedure

Special regime

Light touch

Contracting authority

Department for Work and Pensions

- Public Procurement Organisation Number: PJCP-7274-TLRQ

Caxton House 7th Floor 6-12

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SW1H 9NA

United Kingdom

Contact name: ADRIAN SAGE

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Region: UKI32 - Westminster

Organisation type: Public authority - central government