

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/014700-2024>

Tender

## **EC1020 Finance Professional Training Provder**

University Of Edinburgh

F02: Contract notice

Notice identifier: 2024/S 000-014700

Procurement identifier (OCID): ocds-h6vhtk-0457ff

Published 8 May 2024, 2:42pm

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

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

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

#### **Email**

[john.porter@ed.ac.uk](mailto:john.porter@ed.ac.uk)

#### **Telephone**

+44 1316502508

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.ed.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00107](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Body governed by public law

**I.5) Main activity**

Education

---

## **Section II: Object**

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

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

EC1020 Finance Professional Training Provider

Reference number

EC1020

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

- 80530000 - Vocational training services

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

Services

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

The University of Edinburgh is looking for a suitable training provider to support University Finance Directorate staff in obtaining their professional finance qualifications. This contract will focus on the CIMA (the Chartered Institute of Management Accountants) CGMA professional qualification.

There is scope to extend this to additional qualifications if they are fully supported, however, the core requirement of this contract is support for the CGMA qualification.

The chosen training provider will be a CIMA registered tuition provider and will be expected to support University staff working through the CGMA professional qualifications. This will include supporting University staff with all necessary training, core study materials, managing assessments and monitoring progress through the qualification.

In addition, the chosen provider will be required to keep the University contract manager with progress reports to ensure progress and success are monitored and recorded and all efforts are coordinated to ensure staff are fully supported in their studies.

The University has a diverse staff body who have a range of different needs and requirements, and consequently flexibility in study methods would be considered beneficial.

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

Value excluding VAT: £225,000

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

This contract is divided into lots: No

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

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80000000 - Education and training services
- 79632000 - Personnel-training services
- 80511000 - Staff training services
- 80530000 - Vocational training services
- 80532000 - Management training services
- 80531200 - Technical training services
- 80531100 - Industrial training services
- 80531000 - Industrial and technical training services

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

University of Edinburgh / Remote

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

The University of Edinburgh is looking for a suitable training provider to support University Finance Directorate staff in obtaining their professional finance qualifications. This contract will focus on the CIMA (the Chartered Institute of Management Accountants) CGMA professional qualification.

There is scope to extend this to additional qualifications if they are fully supported, however, the core requirement of this contract is support for the CGMA qualification.

The chosen training provider will be a CIMA registered tuition provider and will be expected to support University staff working through the CGMA professional qualifications. This will include supporting University staff with all necessary training, core study materials, managing assessments and monitoring progress through the qualification.

In addition, the chosen provider will be required to keep the University contract manager with progress reports to ensure progress and success are monitored and recorded and all efforts are coordinated to ensure staff are fully supported in their studies.

The University has a diverse staff body who have a range of different needs and requirements, and consequently flexibility in study methods would be considered beneficial.

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

Quality criterion - Name: Technical Criteria as per ITT / Weighting: 50

Price - Weighting: 50

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

Value excluding VAT: £225,000

#### **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

Estimated value is based on continuation of contract beyond the initial 24 month period by a further 2 x 12 month extensions.

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

Variants will be accepted: No

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

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

---

## **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

Selected suppliers must be CIMA certified tuition providers

#### **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

10 June 2024

Local time

12:00pm

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

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

Date

10 June 2024

Local time

3:00pm

Place

Online - via PCS-T

Information about authorised persons and opening procedure

Tender managed by John Porter, Procurement Manager, University of Edinburgh PCS  
Category Procurement

---

## **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**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26730.  
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:766134)

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

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

Edinburgh Sheriff Court & Justice of the Peace Court

27 Chambers Street

Edinburgh

EH1 1LB

Email

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

Telephone

+44 1312252525

Country

United Kingdom