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Tender

## **Tool for Performance, Development, Engagement and Learning and Development**

Satellite Applications Catapult

F02: Contract notice

Notice identifier: 2023/S 000-015611

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

Published 1 June 2023, 4:07pm

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

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

Satellite Applications Catapult

Electron Building, Fermi Avenue, Harwell

Didcot

OX11 0QR

#### **Email**

[procurement@sa.catapult.org.uk](mailto:procurement@sa.catapult.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://sa.catapult.org.uk/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA42845](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42845)

## **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

<http://mytenders.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://mytenders.co.uk>

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

Other type

RTO

## **I.5) Main activity**

Other activity

Space Sector

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## **Section II: Object**

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

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

Tool for Performance, Development, Engagement and Learning and Development

Reference number

SAC-24-RFP-005

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

- 48000000 - Software package and information systems

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

Supplies

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

We recognise that people who are motivated, engaged, supported, and understand their purpose, power organisational growth. It is critical for us to find the tool(s) that will help us to deliver this. Our goal is to be able to assess our employees' strengths and identify weaknesses; and help our employees to grow, develop and thrive.

The Satellite Applications Catapult is seeking for a tool(s) to manage the following aspects of the employee's life cycle:

Lot 1 – Performance, Development and Engagement Tool

Lot 2 – Learning and Development Tool

Or

Combined Tool

For more information about our requirement and the identified lots, please download the accompanying document.

This process will be undertaken compliantly within regulations. Prospective suppliers may be asked to present to a panel of stakeholders to display their tools capability.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Awarding to Lot 1 & Lot 2 separately OR Combined

## **II.2) Description**

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

Performance, Development and Engagement Tool

Lot No

1

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

- 48900000 - Miscellaneous software package and computer systems

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Harwell

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

A tool that manages performance and enables the creation of engaged and high-performing teams.

The tool needs to include:

- Instant and continuous feedback for individuals and the company (including 360 feedback)
- Goal setting and continual review of progress (on individual, team and organisational basis)
- The ability to link goals through individual and team to an organisational level
- The ability to set up review cycles with flexibility, to support and prompt managers and employees

- Space for self-reflections
- Multiple routes for engaging performance conversations
- An ability to report on the data and customise reports as per organisational needs
- Report and track diversity data
- Engagement (comprehensive and custom surveys including quick pulses)
- Identify opportunities for learning and development

The tool must also be customizable, adaptable and intuitive for our workforce. Our intent is that the tool helps managers to manage effectively and helps employees to align to our purpose and develop at the same time. The tool will not be mandated, people must want to use it because they understand the value it brings to them and their team.

Not essential, but desirable:

- Integration with our HRIS, Cezanne
- Access and connection to other departments goals
- Some of the shelf learning content, hints, and 'nudge' learning
- Change Management
- Supported by behavioral science
- Calibration enablement

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

1 x 12 months

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Objective criteria for choosing the limited number of candidates:

Stated in the procurement documents

### **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

## **II.2) Description**

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

Learning and Development Tool

Lot No

2

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

- 80000000 - Education and training services

- 80500000 - Training services
- 80420000 - E-learning services
- 80511000 - Staff training services
- 80521000 - Training programme services
- 80532000 - Management training services
- 80570000 - Personal development training services
- 48931000 - Training software package

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

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Harwell

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

To be able to support our employees continues learning and development, we are seeking for a tool that would include:

- Personalized learning experience and curation-based learning
- Off the shelf and customizable learning content (including mandatory training)
- Microlearning
- Blended Learning
- Interactive ways of checking an individual knowledge prior to completing a learning course
- Easily accessible
- Mobile friendly
- Standard and customizable reporting

Not essential, but desirable:

- Integration with our HRIS, Cezanne
- Links to selected Lot 1 tool
- Integration with Microsoft Teams and/or Outlook
- Ability for self-booking onto on-boarding events and face to face/virtual training events

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

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

Duration in months

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

Variants will be accepted: No

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Options: No

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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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

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## **Section IV. Procedure**

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

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

Competitive procedure with negotiation

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-010419](#)

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

Date

3 July 2023

Local time

8:00am

**IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

6 July 2023

**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)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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=229519](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=229519).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:229519)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>