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Planning

## **Market Engagement Questionnaire for the provision of HR Mediation, Coaching and Investigation Services**

Radioactive Waste Management

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-015959

Procurement identifier (OCID): ocids-h6vhtk-02c5c9

Published 8 July 2021, 4:42pm

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

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

Radioactive Waste Management

Building 329, Thomson Avenue

Didcot

OX11 0GD

#### **Contact**

James Gatawa

#### **Email**

[James.gatawa@nda.gov.uk](mailto:James.gatawa@nda.gov.uk)

#### **Telephone**

+44 1925802823

**Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**National registration number**

8920190

**Internet address(es)**

Main address

<https://www.gov.uk/government/case-studies/shared-services-alliance-ssa-for-nuclear-decommissioning-estate>

Buyer's address

<https://sharedsystems.eu-supply.com/ctm/Company/CompanyInformation/Index/3510>

**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://sharedsystems.eu-supply.com/app/rfq/rwlentrance\\_s.asp?PID=13843&B=SELLAFIELD](https://sharedsystems.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=13843&B=SELLAFIELD)

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Other activity

Nuclear Decommissioning

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## **Section II: Object**

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

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

Market Engagement Questionnaire for the provision of HR Mediation, Coaching and Investigation Services

Reference number

RWM387

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

- 79414000 - Human resources management consultancy services

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

Services

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

RWM is committed to be a fair workplace, therefore, to ensure that RWM HR team can fully support any employee related complaints, it is important that relevant independent mediation and investigation support is in place. Mediation is intended to resolve specific disputes and act as a basis for changing behaviour and mitigating conflict. Investigation services Additionally, any formal grievance raised must be investigated thoroughly and fairly by an impartial, qualified investigator, to ensure RWM can support a fair and impartial investigation into a grievance. Coaching Following a workplace complaint or investigation, coaching services may be required to support an individual or team to move forward and support them with their performance.

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

This contract is divided into lots: No

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

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

- 79414000 - Human resources management consultancy services

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

NUTS codes

- UKJ14 - Oxfordshire

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

RWM is committed to be a fair workplace, therefore, to ensure that RWM HR team can fully support any employee related complaints, it is important that relevant independent mediation and investigation support is in place. Mediation is a key stage in resolving both an informal complaint and formal grievance; when required, RWM HR Team require access to an independent, external and qualified mediator to support individuals or teams in relation to workplace complaints. Mediation is intended to resolve specific disputes and act as a basis for changing behaviour and mitigating conflict. Investigation services Additionally, any formal grievance raised must be investigated thoroughly and fairly by an impartial, qualified investigator, to ensure RWM can support a fair and impartial investigation into a grievance. An investigator must provide impartial, fair, structured and rigorous assessment of the evidence relating to an allegation or a series of allegations, and provide a report of findings. The report must not suggest bias or conflicts of interest; neither should it make comparisons based on previous casework undertaken by the workplace investigator. Coaching Following a workplace complaint or investigation, coaching services may be required to support an individual or team to move forward and support them with their performance.

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

4 August 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