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Tender

North Hertfordshire College - Adult Education Budget Subcontracting

North Hertfordshire College

F02: Contract notice

Notice identifier: 2021/S 000-016347

Procurement identifier (OCID): ocids-h6vhtk-02c74d

Published 13 July 2021, 1:11pm

Section I: Contracting authority

I.1) Name and addresses

North Hertfordshire College

Cambridge Road

HITCHIN

SG40JD

Contact

Lindsey Sherring

Email

lserring@nhc.ac.uk

Telephone

+44 1462471023

Country

United Kingdom

NUTS code

UKH2 - Bedfordshire and Hertfordshire

Internet address(es)

Main address

<https://www.nhc.ac.uk>

I.3) Communication

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

<https://www.nhc.ac.uk/discover/about-us/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the following address:

North Hertfordshire College

Stevenage

SG1 1LA

Contact

Lindsey Sherring

Email

bids@nhc.ac.uk

Country

United Kingdom

NUTS code

UKH2 - Bedfordshire and Hertfordshire

Internet address(es)

Main address

<https://www.nhc.ac.uk/discover/about-us/>

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

North Hertfordshire College - Adult Education Budget Subcontracting

Reference number

NHC-AEB-2021/22-01

II.1.2) Main CPV code

- 80400000 - Adult and other education services

II.1.3) Type of contract

Services

II.1.4) Short description

The College has a recent history of engagement with subcontractors to deliver ESFA Adult Education Budget (AEB) outcomes and wishes to continue to issue a flexible contract or contracts of a total funding value up to £1,000,000, from 6th September 2021 to 31 July 2022, with suitable training providers to deliver qualifications and/or programmes eligible for funding under the College's ESFA AEB funding contract on its behalf, under the following general rules:

- All the provision must be delivered in the 2021/22 funding year; there is currently no scope to carry forward any funding to 2022/23. All the learning aims and learners must be eligible for Education Skills and Funding Agency (ESFA) ESFA AEB funding in 2021/22.
- The delivery target group is solely adults who live in non-devolved funding areas of England. The College will not fund any learners who are aged under 19 and/or live in the Greater London Authority (GLA) or other devolved funding areas.
- Providers wishing to apply for this opportunity must be registered on the Register of Training Organisations (ROTO) and they must have a track record of successful sub-contract delivery of qualifications.
- The training must be delivered in full by the contracted training provider, i.e. only one level of sub-contracting is permitted and no second level subcontracting is permitted.
- The Subcontractor, if awarded the contract, will be responsible for the recruitment of all

learners, the delivery of training, the premises and resources required to deliver the training, awarding body accreditation and associated fees.

- The Quality of provision will be paramount as the College will retain responsibility to the Education and Skills Funding Agency and OFSTED for programme quality.
- The management fee retained by the College will typically be 20%.

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80400000 - Adult and other education services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)
- UKH - East of England
- UKJ - South East (England)

II.2.4) Description of the procurement

The gross contract value is up to £1,000,000, split over the period from 6th September 2021 to 31st July 2022 of the College's non devolved Adult Education Budget. The contract may be awarded to a number of suppliers. The College reserves the right to subcontract the whole amount to one applicant, or to split the subcontract amount two or more applicants and / or to subcontract to a value lower than the full amount advertised

Providers wishing to apply for this opportunity must:

- a) Be registered on the Register of Training Organisations (ROTO)
- b) Have a track record of successful delivery, as a Subcontractor to an FE college, of the specific qualifications included in its delivery proposal

c) Have the capacity to deliver at least 20% of the total contract value, or, demonstrate a very strong rationale for why we should consider an application for a lower allocation.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £1,000,000

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

Start date

6 September 2021

End date

31 July 2022

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

Providers wishing to apply for this opportunity must:

- a) Be registered on the Register of Training Organisations (ROTO)
- b) Have a track record of successful delivery, as a Subcontractor to an FE college, of the specific qualifications included in its delivery proposal
- c) Have the capacity to deliver at least 20% of the total contract value, or, demonstrate a very strong rationale for why we should consider an application for a lower allocation.

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

30 July 2021

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

27 August 2021

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

North Hertfordshire College

Stevenage

SG1 1LA

Email

bids@nhc.ac.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

To apply for the contract to deliver the full amount, or part thereof, as stated in Section 1, applicants must submit, by 30th July 2021 @ 12:00 noon., the following:

- The completed Tender Application Form and
- The completed Achievement and Planning Spreadsheet
- The completed Health & Safety Questionnaire Review
- The Safeguarding Staff Certificate No List
- Any supporting documents

The assessment criteria which will be used to score the applications is set out within this tender specification document.

A decision on the successful applicant(s) will be announced by 27th August 2021.

Tuesday 13th July 2021: Tender Issued

Thursday 22nd July 2021 12:00 noon: Deadline for requests for clarification to be received via email at: bids@nhc.ac.uk

Friday 30th July 2021 12:00 noon: End of advertising period & deadline for the submission of the bids by email to bids@nhc.ac.uk

Friday 27th August 2021: College makes a decision and informs successful and unsuccessful applicants

Monday 6th September 2021: Completion of process and issue of the Contract.