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Tender

## **Supervision of Forensic Psychologists in Training**

Ministry of Justice

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-017700

Procurement identifier (OCID): ocds-h6vhtk-04f989 ([view related notices](#))

Published 29 April 2025, 3:33pm

### **Scope**

### **Reference**

prj\_14633

### **Description**

HM Prisons and Probation Service, as part of the justice system, plays a crucial role in society. HMPPS protects the public, maintains safe and secure prisons and reduces the risk that people will reoffend. We work together to help people to live law abiding and positive lives.

HMPPS delivers the government's vision and investment to make prisons places of safety and reform and to ensure probation services support the rehabilitation of offenders while protecting the public. We provide safe and supportive environments, where people work through the reasons that caused them to offend and prepare for a more positive future.

The Psychology Services Group (PSG) provides evidence-based, psychological, and therapeutic services to support people in custody and on probation aimed at reducing their

risk of harm and reoffending. It is one of the largest training organisations for Forensic Psychologists.

Staff provide a HMPPS-wide specialist service and defensible evidence to support decision-making and influence operational policy at a National, Regional, and local level.

Psychological services are largely broken down into assessment, intervention, training, research/projects, and consultancy advice and support.

This specific requirement is for the services of suitably qualified and experienced Registered Forensic Psychologists (with at least 2 years post qualification experience) to provide Supervision to Forensic Psychologists in Training. Services will be required on both a regular and ad-hoc basis to support work usually undertaken by HMPPS staff.

There are two aspects to supervision in the context of Forensic Psychologists in Training;

- Co-ordinating Supervisor / Clinical Supervisor (CS) - Guidance and Development of individual trainees throughout their qualification.
- Additional Supervisor/ Designated Supervisor - Supervision of Individual pieces of work or projects as required.

HMPPS require the ability to procure services to support the internal capacity to deliver. These will vary over time in volume and frequency and the Authority intends to establish a Framework for delivery of this service. There are no guaranteed volumes for the services required. Initial indicative volumes are detailed within the ITT documentation.

Supervision of Forensic Psychologists in Training can be conducted remotely for the majority of the cases. There may be occasions where in-person supervision may be required.

All Supervision Services commissioned by HMPPS PSG must meet the required Quality Standards and registration requirements set by the process relevant to the type of Supervision or Qualification route (e.g. Qualification guidance, internal guidance documents). A key part of the service involves supervising psychological risk assessments to assist Parole Board decision making, so competency in this area will be required.

Full details of the requirement can be found within the ITT documentation.

## **Commercial tool**

Establishes a framework

### **Total value (estimated)**

- £2,626,400 excluding VAT
- £3,151,680 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 August 2025 to 31 March 2028
- Possible extension to 31 March 2030
- 4 years, 8 months

Description of possible extension:

The Authority may extend the Framework Agreement for up to 2 years following the initial Expiry Date, through two optional Extension Periods up to 12 months each.

An Extension Period is exercised where the Authority gives the Supplier no less than 3 Months' written notice before the Framework Agreement expires.

### **Main procurement category**

Services

### **CPV classifications**

- 80510000 - Specialist training services

## **Contract locations**

- UK - United Kingdom

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## **Framework**

### **Maximum number of suppliers**

4

### **Maximum percentage fee charged to suppliers**

0%

## **Framework operation description**

Award of call-off contracts:

The Authority will organise the Suppliers appointed to the Framework into a pre-determined and sequential order (Supplier A to Supplier D). Each Supplier will be allocated call-off contracts on a rotational basis (Taxi Rank system). Full details of the call-off procedure can be found in Schedule 36 of the draft Framework Agreement.

Pricing:

Suppliers will provide an hourly rate within the Commercial Envelope for this ITT, applicable for all call-off contracts from this Framework.

## **Award method when using the framework**

Without competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

Financial:

In line with the 'Assessing and monitoring economic and financial standing (EFS) guidance note', the Authority will use a financial analysis and risk assessment from a credit score agency for this procurement and set a threshold for material risk.

Where a bidder falls below the thresholds set, this will not constitute a fail or exclusion from the procurement. However, in this instance, a more detailed assessment, including ratio analysis, may be undertaken. This may result in further clarification or mitigation being required.

Commitment to obtain the following levels of insurance by commencement of the Framework Agreement:

- a. Employer's (Compulsory) Liability Insurance= £5million
- b. Public Liability Insurance = £5million
- c. Professional Indemnity Insurance = £1million

Legal:

The human and technical resources to perform the contract to ensure compliance with the UK General Data Protection Regulation and to ensure the protection of the rights of data subjects.

## **Technical ability conditions of participation**

N/A

## **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

20 May 2025, 11:59pm

### **Tender submission deadline**

30 May 2025, 11:59pm

## **Submission address and any special instructions**

<https://ministryofjusticecommercial.bravosolution.co.uk/web/login.html>

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

11 July 2025

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## **Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>
Evaluation Price	Evaluation Price will be calculated using the price provided by bidders within the Commercial Envelope.	Price

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Name	Description	Type
Overall Technical Score	Overall technical score will be determined by the sum of the weighted scores for the following Technical questions (question weighting in brackets): Service Delivery (30%) Quality Assurance (25%) Recruitment and Onboarding (20%) Contract Performance and Management (15%) Social Value (10%)	Quality

## Weighting description

The Final Evaluation will be determined by Price Per Quality Point (PQP), using the following formula:

Evaluation Price / Overall Technical Score = PQP score

## Other information

### Conflicts assessment prepared/revised

Yes



## **Procedure**

### **Procedure type**

Open procedure

### **Special regime**

Light touch

### **Justification for not publishing a preliminary market engagement notice**

A preliminary market engagement notice was not published because the preliminary market engagement was undertaken prior to the Procurement Act 2023 coming into force. Details of the preliminary market engagement were published in a Prior Information Notice (Notice identifier: 2024/S 000-034696).

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## **Contracting authority**

### **Ministry of Justice**

- Public Procurement Organisation Number: PDNN-2773-HVYN

102 Petty France

London

SW1H 9AJ

United Kingdom

Email: [MoJProcurement.Off@justice.gov.uk](mailto:MoJProcurement.Off@justice.gov.uk)

Website:

<https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

Region: UKI32 - Westminster

Organisation type: Public authority - central government