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Tender

## **Change Management Consultancy for the Information Commissioners Office**

Information Commissioner's Office

F02: Contract notice

Notice identifier: 2021/S 000-019115

Procurement identifier (OCID): ocids-h6vhtk-02d21a

Published 6 August 2021, 6:15pm

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

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

Information Commissioner's Office

Wycliffe House, Water Lane

Wilmslow

SK9 5AF

#### **Contact**

James Tomlinson

#### **Email**

[Procurement@ico.org.uk](mailto:Procurement@ico.org.uk)

#### **Telephone**

+44 3304146666

#### **Country**

United Kingdom

**NUTS code**

UKD6 - Cheshire

**Internet address(es)**

Main address

[www.ico.org.uk](http://www.ico.org.uk)

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Wilmslow:-Business-and-management-consultancy-and-related-services./7374H9YRX3>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Other type

Non-Departmental Public Body

**I.5) Main activity**

Other activity

Regulator - Data Protection & FOI

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## **Section II: Object**

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

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

Change Management Consultancy for the Information Commissioners Office

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

- 79400000 - Business and management consultancy and related services

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

Services

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

The Information Commissioner wishes to establish a panel of four to eight Management Consultants to support both the Executive Directorate for Strategic Change and Transformation, and the Commissioner's Executive team, to understand and then develop the organisation's operating model, with the agile development of outcome focused teams and governance, with a particular focus on supporting the delivery of her upstream activity.

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

Value excluding VAT: £450,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 4

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

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

Digital transformation

Lot No

1

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

- 79400000 - Business and management consultancy and related services

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

NUTS codes

- UKD6 - Cheshire

Main site or place of performance

Cheshire

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

Digital transformation consultancy to support our new ways of working following the pandemic. Identifying strategic digital transformation activities and opportunities to support the development of the organisation and its new ways of working following the pandemic.

Providing expert knowledge to analyse information, draw conclusions and make smart, creative recommendations in the form of a written report or intellectual product for future action.

Developing concepts or processes where critical judgment on behalf of the consultancy is required to develop a recommended course for the Information Commissioner.

Providing expert advice on the professional matters outlined above.

Carrying out research projects, attitudinal surveys, feasibility studies and fact finding workshops or interviews, where recommendations are the result.

Developing or designing frameworks or processes.

### **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: £150,000

### **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

Beyond the initial 36 months, extension of a further 12 month period if required.

### **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.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/7374H9YRX3>

## **II.2) Description**

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

Organisational Development and Culture Change

Lot No

2

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

- 79400000 - Business and management consultancy and related services

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

NUTS codes

- UKD6 - Cheshire

Main site or place of performance

Cheshire

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

Consultancy support for Organisational Development and Culture Change - the establishment of high performing, data informed project or outcome based teams to deliver discrete work, including upstream work supporting our role as a horizontal regulator.

### **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: £120,000

### **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

Beyond the initial 36 months, extension of a further 12 month period if required.

### **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**

Leadership Development, Coaching and Training

Lot No

3

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

- 79998000 - Coaching services

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

NUTS codes

- UKD6 - Cheshire

Main site or place of performance

Cheshire

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

Executive coaching and leadership development support. Providing executive level coaching, with coaches fully experienced in the regulatory environment.

### **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: £100,000

### **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

Beyond the initial 36 months, extension of a further 12 month period if required.

### **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**

Succession Planning

Lot No

4

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

- 79400000 - Business and management consultancy and related services

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

NUTS codes

- UKD6 - Cheshire

Main site or place of performance



Cheshire

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

Design and deliver a succession planning programme for our Executive Directors and Directors which would include the initial review of roles, developing the skills assessment and scoping the development programme.

#### **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: £80,000

#### **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

Beyond the initial 36 months, extension of a further 12 month period if required.

#### **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

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## **Section IV. Procedure**

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

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

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

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

Date

6 September 2021

Local time

5:00pm

#### **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

6 September 2021

Local time

5:01pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Wilmslow:-Business-and-management-consultancy-and-related-services./7374H9YRX3>

To respond to this opportunity, please click here:

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GO Reference: GO-202186-PRO-18698298

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

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

High Court of England and Wales

Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

The Strand, London

London

WC2A 2LL

Country

United Kingdom