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Tender

## **TfL 94660 - Managerial & Professional Skills Training Framework**

Transport for London

F02: Contract notice

Notice identifier: 2021/S 000-019239

Procurement identifier (OCID): ocds-h6vhtk-02d296

Published 9 August 2021, 4:52pm

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

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

Transport for London

14 Pier Walk

London

SE10 0ES

#### **Contact**

Mr Ravi Bharj

#### **Email**

[RaviBharj@tfl.gov.uk](mailto:RaviBharj@tfl.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://tfl.gov.uk>

Buyer's address

<https://tfl.gov.uk>

**I.3) Communication**

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

TfL 94660 - Managerial & Professional Skills Training Framework

Reference number

ProContract ref: DN561889

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

- 80000000 - Education and training services

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

Services

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

Transport for London (TfL) and The Greater London Authority's (GLA) is seeking Service Providers for provision of Services for Learning & Development Managerial & Professional Skills training across four Lots. The Lots will consist of:

Lot 1 - Communications and Personal Effectiveness

Lot 2 - Managing Performance & Business Effectiveness

Lot 3 - Finance

Lot 4 - Employee Relations

TfL requires a contract to be put in place for four (4) years; TfL is conducting a competitive tender for this contract for duration of two (2) years with an option to extend for up to a further 1 +1 year.

For each Lot, the six (6) highest scoring compliant tenders following Stage 1 - Supplier Selection Questionnaire (SQ) will be shortlisted and invited to Stage 2 - Invitation to Tender (ITT). The three (3) highest scoring compliant tenders following Stage 2 - Invitation to Tender (ITT) will be awarded a place on the Lot. The Framework will have 3 suppliers being awarded a place on each Lot.

Following the award of the Framework Agreement, the Authority may choose to award a

Contract to one of the suppliers on a Lot, through either the direct award or mini competition procedure.

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

Value excluding VAT: £2,540,000

### **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

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

Lot 1: Communications and Personal Effectiveness

Lot 2: Managing Performance & Business Effectiveness

Lot 3: Finance

Lot 4: Employee Relations - policy related

## **II.2) Description**

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

Lot 1: Communications and Personal Effectiveness

Lot No

1

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

- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Lot 1: Communications and Personal Effectiveness

Personal Impact

Assertiveness Skills

Influencing Skills

Presentation Skills

Building Engagement - Engaging Your People

Customer Service

Negotiation Skills

Facilitation Skills

#### **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**

Start date

31 January 2022

End date

30 January 2026

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

### **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**

Lot 2: Managing Performance & Business Effectiveness

Lot No

2

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

- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Lot 2: Managing Performance & Business Effectiveness

Managing Your People - Introduction to Management

Managing Performance/Managing Performance in LU

Setting SMART Performance Objectives

The Development and Career Conversation

Managing Poor Performance

Coaching Skills for Managers/Coaching for Managers

Leading Your People Through Change

Change Champions

Building and Maintaining Resilience

The Difficult Conversation

Managing Through Change

Report Writing

Flexing Your Leadership Style

Planning and Organising

Change Manager Foundation

Change Manager Practitioner

Leading Diverse and Inclusive teams

Leading Remote teams

#### **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**

Start date

31 January 2022

End date

30 January 2026

This contract is subject to renewal

No

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

Maximum number: 6

### **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**

Lot 3: Finance

Lot No

3

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

- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Lot 3; To provide CCMs with the skills and knowledge necessary to make sound financial decisions and deliver greater value for money in TfL. To embed in CCMs an awareness of TfL's overarching objective of cost efficiencies and cost savings in their approach to financial decisions

### **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**

Start date

31 January 2022

End date

30 January 2026

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

### **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**

Lot 4 – Employee Relations / Policy related training

Lot No

4

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

- 80400000 - Adult and other education services
- 80500000 - Training services

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

NUTS codes

- UK - United Kingdom

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

Lot 4: Employee Relations

Managing Discipline & Conduct

Investigation Skills

Managing Attendance

Note Taking Skills

Recruitment Skills for Managers

Bullying, Harassment and Grievance (Non LU)

Managing Conflict at Work

Conflict Management

Managing Attendance LU

Managing a Local Disciplinary Interview in LU

Managing Investigations in London Underground

Managing Harassment, Bullying and Grievances in LU

Chairing Disciplinary Appeals

Collaborative Trade Union Relationships

### **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**

Start date

31 January 2022

End date

30 January 2026

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

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

The procurement is related to a project and/or programme financed by European Union funds: No

## **Section IV. Procedure**

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

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

Restricted 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

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### **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

8 September 2021

Local time

6:00pm

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

English

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## **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**

Transport for London

3rd Floor, Pier Walk, North Greenwich

London

SE10 0ES

Email

[ravibharj@tfl.gov.uk](mailto:ravibharj@tfl.gov.uk)

Country

United Kingdom