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Contract

## **Provision of Business Support Services to the Army Apprenticeship Programme**

Ministry of Defence

F03: Contract award notice

Notice identifier: 2024/S 000-020093

Procurement identifier (OCID): ocds-h6vhtk-042d21

Published 2 July 2024, 12:13pm

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

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

Ministry of Defence

Army headquarters , Moxton road

Andover

SP11 8HJ

#### **Email**

[AAP-Mailbox@mod.gov.uk](mailto:AAP-Mailbox@mod.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

[www.contracts.mod.uk](http://www.contracts.mod.uk)

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

Ministry or any other national or federal authority

#### **I.5) Main activity**

Defence

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### **Section II: Object**

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

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

Provision of Business Support Services to the Army Apprenticeship Programme

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

- 80000000 - Education and training services

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

Services

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

PROVISION OF BUSINESS SUPPORT SERVICES TO THE ARMY APPRENTICESHIP PROGRAMME

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

This contract is divided into lots: No

##### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £9,340,650

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

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

- 80400000 - Adult and other education services

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

NUTS codes

- UK - United Kingdom

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

Provision of Business Support Services to the Army Apprenticeship Programme with administration, delivery and quality assurance of apprenticeships against ESFA regulations.

The Business Services Support contract is managed by Army HQ Andover and will cover :

- Provision of subject matter expert (SME) advice and guidance to the Army to identify and assure external and internal delivery, financial compliance and quality of delivery.
- Provision of SME advice on all aspects of English Apprenticeships regulations including advising on impact of all changes to such regulations.
- Data administration of the subcontracted management information system (MIS) including daily management and maintenance to meet ESFA regulations, provision of routine and adhoc financial and performance reports.
- Financial Assurance through regular 2nd Party Assurance of SP compliance with ESFA funding regulations with appropriate follow up and monitoring of corrective actions.
- Support to meet all external and internal audits including OfSTED, ESFA and Government Internal Audit through SME advice and provision of data / evidence.
- Quality assurance and support to continuous improvement.
- Provision of direct SME support to the 13 cap badge programmes including cap badge specific data / reporting, quality improvement planning and self assessment reports. It is anticipated that this will require significant time on site at cap badge locations across the UK as well as Army HQ in Andover.

Support to contracting of SP, MIS and End Point Assessment requirements throughout the whole process from initial tender document production, technical and financial assessment of bids, impact assessment of regulatory changes on running contracts and to support the end of contract management and transition management between expiring and incoming contractors.

- Provision of SME advice and capability to facilitate the digitisation of the Army Apprenticeship programme as it transitions from a paper file system on to a fully digitised programme; to include enrolment, ILR, document management and an e-portfolio system.

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 70

Quality criterion - Name: Commercial / Weighting: 30

Cost criterion - Name: Understanding of the requirement to provide business support services to the Army Apprenticeship Programme. / Weighting: 5

Cost criterion - Name: Delivering the Requirement – staff Capability and Capacity / Weighting: 20

Cost criterion - Name: Technical Procurement Support to Contract / Weighting: 5

Cost criterion - Name: MIS / Reports and Returns / Weighting: 10

Cost criterion - Name: Quality Assurance and Internal Quality Assurance / Weighting: 15

Cost criterion - Name: Financial Modelling and Audits / Weighting: 10

Cost criterion - Name: Support the Authority in the management of change / Weighting: 2

Cost criterion - Name: Engagement and Communication with the Authority / Weighting: 5

Cost criterion - Name: Contract Mobilisation / Weighting: 5

Cost criterion - Name: Social Value / Weighting: 10

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

The procurement is covered by the Government Procurement Agreement: Yes

### IV.2) Administrative information

#### IV.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-001270](#)

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## Section V. Award of contract

### Contract No

708726451

### Title

Provision of Business Support Services to the Army Apprenticeship Programme

A contract/lot is awarded: Yes

### V.2) Award of contract

#### V.2.1) Date of conclusion of the contract

3 June 2024

#### V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 4

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

WBL Services LTD

The Old Bank, High Street,

Netheravon

SP4 9PQ

Email

[admin@wblservices.co.uk](mailto:admin@wblservices.co.uk)

Telephone

+44 1980670329

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £9,340,650

Total value of the contract/lot: £9,340,650

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## **Section VI. Complementary information**

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

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

Ministry of Defence

Army Headquarters Marlborough Lines

Andover

SP11 8HT

Email

[ArmyComrcl-Procure-AAP-Mailbox@mod.gov.uk](mailto:ArmyComrcl-Procure-AAP-Mailbox@mod.gov.uk)

Country

United Kingdom