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Tender

Tender for The Knowledge of Life in the UK (LitUK) Testing Service

Home Office

F02: Contract notice

Notice identifier: 2023/S 000-021123

Procurement identifier (OCID): ocds-h6vhtk-03e44c

Published 21 July 2023, 2:01pm

Section I: Contracting authority

I.1) Name and addresses

Home Office

London

Email

sts24lituk@homeoffice.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.gov.uk/home-office

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://homeoffice.app.jaggaer.com/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://homeoffice.app.jaggaer.com/web/login.html>

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Tender for The Knowledge of Life in the UK (LitUK) Testing Service

Reference number

C19513

II.1.2) Main CPV code

- 75131100 - General personnel services for the government

II.1.3) Type of contract

Services

II.1.4) Short description

The Home Office wishes to appoint a supplier for the provision of a service to develop and deliver a test of the knowledge of Life in the UK based on the Life in the United Kingdom: A Guide for New Residents, handbook, currently published by TSO Williams Lea (<https://www.officiallifeintheuk.co.uk/>)

II.1.5) Estimated total value

Value excluding VAT: £8,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Since 2005, citizenship applicants have been required to show an understanding of Life in

the UK (LitUK). The requirements were extended to indefinite leave to remain (settlement) applications in 2007. c200,000 customers have taken the test in the past year.

LitUK is currently a computer based multiple choice test containing 24 questions and is designed to test customers knowledge of life in the UK with a 75% pass mark.

The customer has 45 minutes to answer questions based on the content of the Life in the UK handbook.

Tests are taken under Home Office prescribed secure conditions where secure relates to:

1. Processes to verify the identity of the customer;
2. Ensuring that it is only the validated customer who takes the test and does so under exam conditions with an appropriately trained invigilator to eliminate the ability to cheat; and
3. Ongoing audits, both internal and via external independent auditors, of the physical test points, processes and delivery systems in order to ensure that the security and integrity protocols are being strictly adhered to.

There are currently c30 test centres in the UK and one overseas test centre in Cyprus (MOD premises) with an average travel time for candidates to the centre of their choice of less than 30 minutes.

There are several exceptions to those who must take the test if the customer is:

1. under 18 years of age
2. over 65 years of age
3. has passed it before
4. has a long term physical or mental condition

Provision of the knowledge of life and language in the UK tests are a statutory service and the fee for taking the test must be and are set in legislation by the Home Office.

The Immigration and Nationality (Fees) Regulations 2018 specify in Schedule 11, the current fee, at the time of publishing this ITT is £50. Any change to the fee amount must be enabled by a change to these Regulations, prior to the new fee being charged and are not set by the Supplier of the service.

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The contract will run for 36 months with an option to extend for a further 12 months and a further 12 months after that

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 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

Please refer to the ITT instruction to bidder pack on the Home Office eSourcing tool

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

8 September 2023

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

11 September 2023

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

This procurement will be managed electronically via the Home Office's eSourcing Portal (JAGGAER). To participate in this procurement, participants must first be registered on the eSourcing Portal.

If you have not yet registered on the eSourcing Portal, this can be done online at <https://homeoffice.app.jaggaer.com>. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so.

Once you have registered on the eSourcing Portal, a registered user can express an interest for a specific procurement. This is done by emailing sts24lituk@homeoffice.gov.uk.

Your email must clearly state: that you wish to register for "Tender for The Knowledge of Life in the UK (LitUK) Testing Service C19513"; the name of the registered supplier; and the name and contact details for the registered individual sending the email.

The eMail will be processed and then the buyer will enable the supplier to access a Non-Disclosure Agreement (NDA) via the eSourcing Portal. The registered user will receive a notification email to alert them once this has been done.

Once the registered user has completed and returned the NDA via the eSourcing Portal the buyer will enable the supplier to access the independent ITT area via the eSourcing Portal. The registered user will receive a notification email to alert them once this has been done.

We highly recommend that once you complete the NDA and first access the Tender section, that you download and review the "Invitation to Tender for The Knowledge of Life in the UK_LitUK_Instructions to Bidders_READ ME FIRST" found within the 'attachments' section of the eSourcing portal.

For technical assistance on use of the eSourcing Portal please contact the JAGGAER Supplier Helpdesk at customersupport@jaggaer.com or 0800 069 8630 (0800 - 1800hrs).

VI.4) Procedures for review

VI.4.1) Review body

Home Office

London

Country

United Kingdom