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Tender

CSR/128 - The Civil Service Central Government Apprenticeship Training and Related Services Contract

Cabinet Office

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2021/S 000-021493

Procurement identifier (OCID): ocds-h6vhtk-02db64

Published 31 August 2021, 4:28pm

Section I: Contracting authority

I.1) Name and addresses

Cabinet Office

10 South Colonnade

Canary Wharf

E14 4PU

Contact

Zabeen Nadarajah

Email

cshr.apprenticeships@cabinetoffice.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/cabinet-office>

Buyer's address

<https://www.gov.uk/government/organisations/cabinet-office>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://crowncommercialservice.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://crowncommercialservice.bravosolution.co.uk>

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

CSR/128 - The Civil Service Central Government Apprenticeship Training and Related Services Contract

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

The Apprenticeship Coordination Office (ACO) sits within the Authority and is a centrally delivered support function for departments and suppliers for all aspects of Apprenticeship training. The team is made up of commercial experts embedded within the Authority as part of the wider Government Commercial Organisation. It delivers 3 work-streams: market engagement, contract management and operational delivery support.

New requirement

The ACO, on behalf of the Authority, is seeking to award contracts to certified Apprenticeship training provider(s) who can deliver national or regional coverage of the Apprenticeship training provision across the UK to Civil Service Departments.

The Authority is running this procurement and will enter into the awarded contracts on behalf of itself and other Civil Service Departments. The Civil Service Departments have third party rights under the contracts and can award services to the appointed suppliers.

The Apprenticeship training service has been divided firstly into eight (8) main national lots based on profession areas (the "National Lots") as listed below. There are 8 of these National Lots.

Each professional area is also divided into eight (8) 'sub-lots' by region as set out below ("Regional Sub-Lots"). This provides a further sixty-four (64) Regional Sub-Lots.

National Lots

1. Lot 1 Operational Delivery
2. Lot 2 Business Administration
3. Lot 3 HR
4. Lot 4 Finance
5. Lot 5 Commercial
6. Lot 6 Policy
7. Lot 7 Project Management
8. Lot 8 Digital

Regional Sub-Lots

- A. North East - Northumberland, Tyne and Wear, Durham
- B. North West - Cumbria, Lancashire, Greater Manchester, Merseyside, Cheshire
- C. Yorkshire and the Humber - North Yorkshire, West Yorkshire, East Riding, South Yorkshire
- D. East Midlands - Derbyshire, Nottinghamshire, Lincolnshire, Leicestershire, Northamptonshire
- E. West Midlands - Shropshire, Staffordshire, West Midlands, Warwickshire, Worcestershire, Herefordshire
- F. East of England - Rutland, Cambridgeshire, Norfolk, Suffolk, Bedfordshire, Hertfordshire, Essex
- G. South East - Oxfordshire, Buckinghamshire, Middlesex, London, Berkshire, Surrey, Kent, Hampshire, West Sussex, East Sussex
- H. South West - Gloucestershire, Wiltshire, Somerset, Dorset, Devon, Cornwall

For example, the Regional Sub-Lots for Operational Delivery shall be Sub-Lot 1A; Sub-Lot 1B etc. on the basis of the Regions above. The Regional Sub-Lots for Business Admin shall be named 2A; 2B; 2C etc. The Regional Sub-Lots for HR shall be 3A; 3B; 3C etc. and so on and so on.

The relevant "Region" is determined by the region in which the apprentices' office is based.

A Tenderer can either submit a Tender in respect of up to four National Lots ("National Supplier") or up to three Regional Sub-Lots in up to four professional areas (total 12 Regional Sub-Lots) ("Regional Supplier"). A National Supplier must choose national coverage only and cannot be a Regional Supplier as well and vice versa.

Therefore there is the potential for the Authority to award up to 72 opportunities in total, however where a Tenderer is awarded more than one National Lot or Regional Sub-Lot this will result in only one combined contract. In addition, there may be some requirements for delivery of the Apprenticeship training services to apprentices based outside of England or outside the relevant Region.

This procurement is being conducted under the Light Touch Regime and is therefore subject to limited regulation. It will be conducted in accordance with regulations 74 to 76 of PCR 2015, and relates to the administrative social, educational, healthcare and cultural services which are listed in Schedule 3 of the Public Contracts Regulations 2015 (PCR) 2015.

More information will be provided in the procurement documents.

II.1.5) Estimated total value

Value excluding VAT: £63,423,800

II.1.6) Information about lots

This contract is divided into lots: Yes

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

II.2) Description

II.2.1) Title

Operational Delivery Apprenticeship training services

Lot No

1

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver four Operational Delivery Apprenticeship standards to Civil Service Departments on a regional or national basis.

The value of £11,609,000.00 for this Lot is based on the estimated forecasted annual volumes of 3153 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Business Administration Apprenticeship training services

Lot No

2

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver four Business Administration Apprenticeship standards to Civil Service Departments on a regional or national basis.

The value of £8,788,000 for this Lot is based on the estimated forecasted annual volumes of 1015 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

HR Apprenticeship training services

Lot No

3

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver three Human Resources Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £862,000.00 for this Lot is based on the estimated forecasted annual volumes of 146 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Finance Apprenticeship training services

Lot No

4

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver three Finance Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £1,107,000.00 for this Lot is based on the estimated forecasted annual volumes of 75 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Commercial Apprenticeship training services

Lot No

5

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver one Commercial Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £324,000 for this Lot is based on the estimated forecasted annual volumes of 36 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years, Cabinet Office may in its absolute discretion, exercise the option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Policy Apprenticeship training services

Lot No

6

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver one Policy Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £816,000.00 for this Lot is based on the estimated forecasted annual volumes of 136 apprentices expected to be on-boarded onto the programme. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Project Management Apprenticeship training services

Lot No

7

II.2.2) Additional CPV code(s)

- 800000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver two Project Management Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £978,000.00 for this Lot is based on the estimated forecasted annual volumes of 99 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

II.2) Description

II.2.1) Title

Digital Apprenticeship training services

Lot No

8

II.2.2) Additional CPV code(s)

- 800000000 - Education and training services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Certified Apprenticeship training providers will be expected to deliver twenty-two Project Management Apprenticeship standards programmes to Civil Service Departments on a regional or national basis.

The value of £4,345,000.00 for this Lot is based on the estimated forecasted annual volumes of 236 apprentices expected to be on-boarded onto the programmes. This is the total expected contract value for the provision of the services.

II.2.14) Additional information

The initial contract term is 2 years. Cabinet Office may, in its absolute discretion, exercise an option to extend the contract twice, with each of the two possible extensions being for a period of 12 months (i.e. this is a possible 2 + 1 +1 year contract).

There is one National Lot and 8 Regional Sub-Lots.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

This procurement is restricted to those services providers which are listed as a Main Provider on the Education and Skills Funding Agency's Register of Apprenticeship Training Providers (RoATP).

The value provided in Section II.1.5 is only an estimate and we cannot guarantee to suppliers any business through this agreement.

Registering for access:

This procurement will be managed electronically via the Crown Commercial Services

eSourcing tool system at <https://crowncommercialservice.bravosolution.co.uk>.

This will be the route for sharing all information and communicating with bidders. If you have recently registered on the eSourcing tool system for another Crown Commercial Services procurement you can use the same account for this new procurement.

If not, you will first need to register your organisation on the platform via the "Create account" link at <https://crowncommercialservice.bravosolution.co.uk>.

After you have accessed the eSourcing platform you will be able to locate this procurement on the "ITTs Open to All Suppliers" page. Select the procurement name and then select "Express an Interest" to be able to access the documentation for this procurement and subsequently submit your response.

Use the following link for information on how register and use the eSourcing platform:
<https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers>

For assistance please contact the CCS eSourcing Help Desk operated by email at eEnablement@crowncommercial.gov.uk or call 0345 410 2222

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please refer to ITT documentation for further details.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Open procedure

IV.2) Administrative information

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

Date

30 September 2021

Local time

12:00pm

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

English

Section VI. Complementary information

VI.3) Additional information

Electronic payment will be used and further details can be found within the ITT documentation

VI.4) Procedures for review

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Minister for the Cabinet Office acting through the Cabinet Office

Cabinet Office

10 South Colonnade

Canary Wharf

LONDON

E14 4PU

Internet address

<https://www.gov.uk/government/organisations/cabinet-office>