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Tender

## **Top Apprenticeship Employers Rankings - Entries and Administration**

Department for Education

F02: Contract notice

Notice identifier: 2021/S 000-022600

Procurement identifier (OCID): ocds-h6vhtk-02dfb7

Published 10 September 2021, 10:45pm

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

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

Department for Education

Sanctuary Buildings, 20, Great Smith Street

London

SW1P 3BT

#### **Email**

[Charlotte.BULLIMORE@education.gov.uk](mailto:Charlotte.BULLIMORE@education.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

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

Main address

<https://www.gov.uk/government/organisations/department-for-education>

### **I.3) Communication**

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

<https://education.app.jaggaer.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://education.app.jaggaer.com>

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**

Education

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## **Section II: Object**

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

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

Top Apprenticeship Employers Rankings - Entries and Administration

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

- 75100000 - Administration services

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

Services

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

Building on a successful test and learn event in 2020, the Top Apprenticeship Employers rankings celebrates some of England's most outstanding apprenticeship employers. They assist potential apprentices, parents and careers advisers to identify the best apprenticeship opportunities in England.

The appointed supplier will develop an end-to-end application process to identify and rank England's Top 100 Large Apprentice Employers and the Top 50 Small Medium Enterprises (SMEs) apprentice employers for three cycles, 2022, 2023 and 2024. This will include sourcing sponsorship for an announcement event.

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

Value excluding VAT: £540,332

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

This contract is divided into lots: No

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

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

- 48219300 - Administration software package
- 72222300 - Information technology services
- 72224200 - System quality assurance planning services

- 75121000 - Administrative educational services
- 79952000 - Event services

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

NUTS codes

- UK - United Kingdom

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

The Department for Education is looking to procure an organisation to deliver the Top Apprenticeship Employers 2022, 2023 and 2024. This will initially be a one-year contract with the option to extend for two extension periods of 12 months each, subject to financial approvals and supplier performance.

Building on a successful test and learn event in 2020, the Top Apprenticeship Employers rankings celebrates some of England's most outstanding apprenticeship employers. They assist potential apprentices, parents and careers advisers to identify the best apprenticeship opportunities in England.

The appointed supplier will develop an end-to-end application process to identify and rank England's Top 100 Large Apprentice Employers and the Top 50 Small Medium Enterprises (SMEs) apprentice employers for three cycles, 2022, 2023 and 2024. This will include sourcing sponsorship for an announcement event.

The Department for Education will publish two Top Apprenticeship Employer rankings annually, one recognising the Top 100 large employers (with over 250 employees), and new for 2022 the Top 50 Small Medium Enterprises (SMEs).

### **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: £540,332

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

The Department for Education is looking to procure an organisation to deliver the Top Apprenticeship Employers 2022, 2023 and 2024. This will initially be a one-year contract with the option to extend for two extension periods of 12 months each, subject to financial approvals and supplier performance.

#### **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 III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **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

11 October 2021

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 October 2021

Local time

12:00pm

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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**

Department for Education

London

Country

United Kingdom