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Tender

## **Provision of Observers for Aspiring Executive Development Centre**

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

Health Education and Improvement Wales (HEIW)

F02: Contract notice

Notice identifier: 2023/S 000-022700

Procurement identifier (OCID): ocids-h6vhtk-03ed01

Published 4 August 2023, 10:51am

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

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

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

4-5 Charnwood Court,, Heol Billingsley, Parc Nantgarw

Cardiff

CF15 7QZ

#### **Email**

[david.makani@wales.nhs.uk](mailto:david.makani@wales.nhs.uk)

#### **Telephone**

+44 1443848585

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

**I.1) Name and addresses**

Health Education and Improvement Wales (HEIW)

Ty Dysgu Cefn Coed

Cardiff

CF15 7QQ

**Email**

[Jodie.Davey@wales.nhs.uk](mailto:Jodie.Davey@wales.nhs.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://heiw.nhs.wales/>

**I.2) Information about joint procurement**

The contract involves joint procurement

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

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

Body governed by public law

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

Health

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## **Section II: Object**

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

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

Provision of Observers for Aspiring Executive Development Centre

Reference number

HEIW-OJEULT-54142

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

- 75121000 - Administrative educational services

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

Services

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

Velindre University NHS Trust, acting on behalf of the Health Education and Improvement Wales (HEIW) listed in section 2.1 of this notice, is procuring Observers to support the delivery of aspiring executive development centres for successful applicants of the National Aspiring Executive Talent Pool 2023-25. The planned spend for this service is circa GBP 76,800 plus mileage. The Contract(s) will be for four (4) months, starting on the 25th of September 2023, and ending on December 31 of December 2023.

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

Value excluding VAT: £76,800

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

This contract is divided into lots: No

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

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

- 75121000 - Administrative educational services

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

NUTS codes

- UKL - Wales

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

Velindre University NHS Trust, acting on behalf of the Health Education and Improvement Wales (HEIW) listed in section 2.1 of this notice, is procuring Observers to support the delivery of aspiring executive development centres for successful applicants of the National Aspiring Executive Talent Pool 2023-25. The planned spend for this service is circa GBP 76,800 plus mileage. The contract(s) will be for four (4) months, starting on the 25th of September 2023, and ending on December 31 of December 2023.

#### **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

25 September 2023

End date

31 December 2023

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

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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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Conditions as specified within the Specification

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

Date

18 August 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

18 August 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Bidders are to note that they will be required to enter into terms and conditions of the contract as set out in the tender documents (ITT - Instructions To Bidders) and that save for matters of clarification or consistency, HEIW will not negotiate the terms. HEIW is proposing to use a procurement procedure that is akin to the open procedure. All tender costs and any liabilities incurred by bidders shall be the sole responsibility of the bidders. HEIW reserves the right to pause, halt, abandon, and/or annul the tendering process and not to award a contract(s). Refer to the contract terms and conditions and the ITT for rights reserved to the contracting authority should the said funding cease or reduce. Bidders are to note: The proposed Contract is due to take effect on or around 25th September 2023.

To complete your formal proposal, please access the ITT via the Bravo eTender Wales portal where you will find a full suite of tender documentation.

1. Register your company: <https://etenderwales.bravosolution.co.uk> and click the link to register.
2. Express an Interest in the tender: - Click 'ITT Open to all suppliers' - Click ITT\_104744 and express interest - This will move the ITT into your 'my ITTs page' - You can access any attachments by clicking 'buyer attachments' in the 'ITT details' box
3. Responding to the tender - Click 'my response' under 'ITT details'. You can choose to 'create response' or 'decline to respond' - You can now use the messages function to communicate with HEIW

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest in Sell2Wales at



[https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=123268](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=123268)

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=132069](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=132069)

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

[https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=133645](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=133645)

(WA Ref:133645)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom