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Tender

## **Plan and Deliver two FE Sector Leadership Programmes- FE Strategic Leadership & Preparing for CEO Programmes**

The Education and Training Foundation

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2021/S 000-024772

Procurement identifier (OCID): ocids-h6vhtk-02e831

Published 5 October 2021, 3:15pm

The closing date and time has been changed to:

**15 November 2021, 5:00pm**

See the [change notice](#).

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

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

The Education and Training Foundation

Third Floor, 157 - 197 Buckingham Palace Road

London

SW1W 9SP

#### **Email**

[tenderqueries@etfoundation.co.uk](mailto:tenderqueries@etfoundation.co.uk)

**Telephone**

+44 2037408280

**Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

<http://www.et-foundation.co.uk>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA28768](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA28768)

**I.3) Communication**

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

[www.mytenders.co.uk](http://www.mytenders.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.mytenders.co.uk](http://www.mytenders.co.uk)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.mytenders.co.uk](http://www.mytenders.co.uk)

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

Other type

Charity

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

Education

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## **Section II: Object**

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

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

Plan and Deliver two FE Sector Leadership Programmes- FE Strategic Leadership & Preparing for CEO Programmes

Reference number

L&G 21/22.5

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

- 80000000 - Education and training services

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

Services

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

The Education and Training Foundation is procuring a high-end delivery partner to plan and deliver two professional and personal development programmes. One programme will be delivered to current Further Education sector (FE) Chief Executive Officers (CEOs), and Principals, and the other to current Deputy Principals and Deputy CEO's who are ready take the next step in their career to CEO or Principal. The programmes will support delegates with their leadership development, and will be accompanied by an Alumni programme for the FESLP past participant alumnus.

These programmes are currently being delivered as part of ETF's strategic leadership offer:

1). The Further Education Strategic Leadership Programme

2). Preparing for CEO programme.

3). Alumni programme

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

Value excluding VAT: £1,184,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 80521000 - Training programme services
- 80500000 - Training services
- 80510000 - Specialist training services
- 80532000 - Management training services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

England

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

To deliver the FESLP programme the ETF will commission a delivery partner who has an outstanding track record in the delivery and impact of leadership development. The delivery partner will co-design the programme, alongside the ETF and a sector steering group, that includes representation from the Department for Education. The successful delivery partner will be able to demonstrate significant added value to the co-design of the programme with

ETF; it is critical that its status contributes to enhancing of the reputation of FE senior leadership both within, and outside of the sector.

The successful tenderer will work with ETF to review and develop the content and design of the most recent FESLP programme to ensure it meets the current needs of the sector, and then deliver the Programme.

The FESLP alumni programme is delivered twice a year, typically June and December, to further support the previous cohorts of the FESLP programme by engaging them in up to date education policy changes, support on evolving systems leadership practice, building on their network and creating a culture of change that will support the whole sector. The alumni events are an opportunity for current leaders to network, share best practice and support the sector as policies change, grow and develop. The ETF would like the tenderer to build in a programme of alumni activity that will compliment the FESLP programme but also look to a changing horizon of leadership in order to encourage development in a supportive environment.

Preparing for CEO programme, targeted at aspiring CEOs/Principals, has been a critical contribution to the ETF's leadership offer, which aims to address challenges within the FE sector and build its leadership capacity. Preparing for CEO develops the confidence, skills and leadership tools to support participants to step-up to the roles of Principal and CEO, and ensures that there is a talent pipeline to the most senior executive roles within the FE sector.

Preparing for CEO is specifically aimed at experienced FE senior leaders who are looking to step-up to the role of Principal or CEO within the next 1-2 years. Usually, participants on this programme have the role title of Deputy Principal or Deputy CEO.

Since 2018, the ETF has delivered the Preparing for CEO Programme to approximately 150 participants, with a further 25 currently going through the programme. The success of this programme is demonstrated by the 35 alumni who have been promoted to CEO or Principal since it began.

The programmes require the tenderer to be ready to deliver an outstanding high quality executive leadership programme that will meet the needs of the senior and executive leaders, the demands of the Department of Education, the individual organisation, and set a standard of excellence to inspire future leaders.

The contract duration will be from Wednesday 24 November 2021 to 31 December 2023.

The budget available for the two programmes and the FESLP alumni event is GBP1,455,000-GBP1,470,000 (inclusive of VAT).

Year 1 Budget for both programmes November 2021 to March 2022- Up to GBP225,000

Year 2 Budget for both programmes April 2022 to March 2023- Up to GBP735,000

Year 3 Budget for both programmes April 2023 to December 2023- Up to GBP510,000

Building on the current FESLP and Preparing for CEO programmes, the ETF seeks to develop its support further, taking into account current leadership approaches, research into effective learning and development.

As a result of the nature of grant funding received from the Department for Education (“DfE”), ETF may be required to terminate this Contract at any time by providing the Supplier with one month’s written notice. This will only be invoked where ETF considers that continuing with this Agreement is or shall become economically unviable because of the cessation of ETF’s funding for this Contract.

### **II.2.6) Estimated value**

Value excluding VAT: £1,184,000

### **II.2.7) Duration of the contract or the framework agreement**

Start date

24 November 2021

End date

31 December 2023

### **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.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

Please see the Invitation to Tender for details of the award criteria.

Tenderers will be required to pass a business suitability assessment and then be evaluated against the award criteria detailed in the Invitation to Tender.

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

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

See the Invitation to Tender

#### **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) Form of procedure**

Open procedure

#### **IV.1.11) Main features of the award procedure**

Please refer to the Invitation to Tender for details the award procedure.

Tenderers will be required to pass Business Suitability Criteria and their tender will be evaluated against the award criteria detailed in the Invitation to Tender.

### **IV.2) Administrative information**

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

Originally published as:

Date

3 November 2021

Local time

12:00pm

Changed to:

Date

15 November 2021

Local time

5:00pm

See the [change notice](#).

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

English

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### **Section VI. Complementary information**

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

Electronic payment will be used

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

Any activities additional to the Services and / or Initial Term as well as any other variation to any of the terms and conditions of this Agreement shall be agreed by both parties in writing via the Change Control Procedure detailed in the contract.

NOTE: To register your interest in this notice and obtain any additional information please

visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=224009](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=224009).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at [https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:224009)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>