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Tender

## **Specialist Academic Support for Railway Operations Apprenticeships**

The University of Keele

F02: Contract notice

Notice identifier: 2024/S 000-025509

Procurement identifier (OCID): ocds-h6vhtk-048a1d

Published 12 August 2024, 6:06pm

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

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

The University of Keele

Procurement Office, Directorate of Finance, Innovation Centre 1, Keele University  
Science and Innovation Park

Keele, Staffordshire

ST5 5NB

#### **Contact**

Darren Pearce

#### **Email**

[d.pearce@keele.ac.uk](mailto:d.pearce@keele.ac.uk)

#### **Telephone**

+44 1782734124

**Country**

United Kingdom

**Region code**

UKG24 - Staffordshire CC

**Companies House**

Company number RC000655

**Internet address(es)**

Main address

<https://www.keele.ac.uk>

Buyer's address

<https://in-tendhost.co.uk/universityofkeele.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/universityofkeele.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofkeele.aspx/Home>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Specialist Academic Support for Railway Operations Apprenticeships

Reference number

KU/660/DP/NOD/2024

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

- 80300000 - Higher education services

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

Services

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

Tenders are invited for the provision of Specialist Academic Support for Railway Operations Apprenticeships.

Since 2019, Keele University has been delivering a Senior Leader Apprenticeship and seeks to extend its provision to provide a specialist award for rail sector leaders, hereafter the SLA (Railway Ops).

The University wishes to offer two specialist rail operators start points on the apprenticeship in February and September, for a maximum of 50 learners (25 per start point) per academic year.

The Service Provider will be required to provide a comprehensive set of support services to the SLA (Railway Ops) in accordance with the Tender Specification in Section 2 of the Invitation to Tender (ITT) document.

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

Value excluding VAT: £500,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 80530000 - Vocational training services

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

NUTS codes

- UKG24 - Staffordshire CC

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

The contract will run for a period of three years with options to extend for two further periods of one year. The decision of whether to take up the extension options will be down to the absolute discretion of the University.

The estimated total value of the contract over its duration (including the extension options if these are taken up) is £500,000 excluding VAT.

Main reasons for the decision not to sub-divide the contract into lots: Given the need for one Service Provider to co-ordinate the delivery of all of the services required, the contract has not been divided into lots.

### **II.2.5) Award criteria**

Quality criterion - Name: Relevant Knowledge, Experience and Expertise of key named individuals assigned to performing the contract / Weighting: 300 marks

Quality criterion - Name: Approach and Methodology for Service Delivery including risk management and quality control / Weighting: 300 marks

Quality criterion - Name: Adherence to Data Security requirements in the delivery of the contract / Weighting: 100 marks

Price - Weighting: 300 marks

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

Value excluding VAT: £500,000

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

Start date

16 October 2024

End date

15 October 2027

This contract is subject to renewal

Yes

Description of renewals

Options to extend for two further periods of one year until 15/10/2029.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

Options to extend for two further periods of one year until 15/10/2029.

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## **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

The Service Provider must be registered on the Apprenticeship Provider and Assessment Register (or equivalent) and hold a UK Provider Reference Number (or equivalent).

The Service Provider must have had a full OFSTED inspection grade at 'Good' or above or a monitoring visit at 'Reasonable Progress' or above from their most recent visit (or equivalent).

#### **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**

The conditions for performance of the contract and technical specifications are 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

13 September 2024

Local time

12:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

13 September 2024

Local time

2:00pm

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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.4) Procedures for review**

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

High Court of England and Wales

Royal Courts of Justice, Strand

London

WCA2 2LL

Telephone

+44 2079477882

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

The University of Keele

Procurement Office, Directorate of Finance, Innovation Centre 1, Keele University  
Science and Innovation Park,

Keele, Staffordshire

ST5 5NB

Email

[d.pearce@keele.ac.uk](mailto:d.pearce@keele.ac.uk)

Telephone

+44 1782734124

Country

United Kingdom

Internet address

<https://www.keele.ac.uk>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Any review proceedings should be promptly brought to the attention of the Chief Financial Officer of the University at the address provided above and will be dealt with in accordance with the requirements of the Public Contracts Regulations 2015 ('PCRs 2015'). Any review proceedings must be brought within the timescales specified by the applicable law, including, without limitation, the PCRs 2015. In accordance with the PCRs 2015, the University will incorporate a minimum 10-calendar day standstill period from the date information on the award of the contract is communicated to tenderers.

### **VI.4.4) Service from which information about the review procedure may be obtained**

The University of Keele

Procurement Office, Directorate of Finance, Innovation Centre 1, Keele University  
Science and Innovation Park,

Keele, Staffordshire

ST5 5NB

Email

[d.pearce@keele.ac.uk](mailto:d.pearce@keele.ac.uk)

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