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Tender

# **External Delivery Team Support for the West Yorkshire Fair Work Charter**

West Yorkshire Combined Authority

F02: Contract notice

Notice identifier: 2023/S 000-025926

Procurement identifier (OCID): ocds-h6vhtk-03f954

Published 1 September 2023, 6:21pm

# **Section I: Contracting authority**

# I.1) Name and addresses

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

#### Contact

Sukhninder Kaur

#### **Email**

sukhninder.kaur@westvorks-ca.gov.uk

#### **Telephone**

+44 1133481770

## Country

**United Kingdom** 

Region code

UK - United Kingdom

National registration number

8876556

Internet address(es)

Main address

https://www.westyorks-ca.gov.uk

Buyer's address

https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/103257

# I.3) Communication

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

https://uk.eu-supply.com/app/rfg/rwlentrance\_s.asp?PID=72479&B=UK

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlentrance\_s.asp?PID=72479&B=UK

Tenders or requests to participate must be submitted to the above-mentioned address

# I.4) Type of the contracting authority

Regional or local authority

# I.5) Main activity

General public services

# **Section II: Object**

# II.1) Scope of the procurement

#### II.1.1) Title

External Delivery Team Support for the West Yorkshire Fair Work Charter

Reference number

78377

## II.1.2) Main CPV code

• 80000000 - Education and training services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The CA wishes to commission the year one delivery of the WY FWC. It is anticipated the WY FWC will launch in late October/early November.

#### II.1.5) Estimated total value

Value excluding VAT: £200,000

## II.1.6) Information about lots

This contract is divided into lots: No

# II.2) Description

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

- 73000000 Research and development services and related consultancy services
- 79000000 Business services: law, marketing, consulting, recruitment, printing and security
- 80000000 Education and training services
- 98000000 Other community, social and personal services

#### II.2.3) Place of performance

#### **NUTS** codes

• UK - United Kingdom

## II.2.4) Description of the procurement

The CA wishes to commission the year one delivery of the WY FWC. It is anticipated the WY FWC will launch in late October/early November. This pivotal delivery role will includes a wide range of requirements some of which include: • Direct outreach to new businesses and employers to encourage and achieve high quality Charter enrolments, building on an early-adopters network of circa 30 businesses, LAs and other organisations which we anticipate will be in place by the end of September (delivered by the CA). • Act as the key interface with businesses and other employers on the WY FWC, presenting a professional entry point to the CA. • Create and manage an end-to end user-friendly self-assessment employer enrolment process, utilising a dedicated area on the CA website and a linked online registration/sign up form. • Development appropriate measures (eg whistle blowing policies) to ensure that the credibility and reputation of the Mayor's Charter is maintained and protected • Create and manage a peer-to-peer support network of Charter members, with a series of regular events/meet ups, and learning opportunities intended to encourage and the sharing of best practice, raise the profile of the WY FWC journey, and encourage further sign-up to the Charter.

## 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: £200,000

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

Start date

13 November 2023

End date

31 October 2024

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

# 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

2 October 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

2 October 2023

Local time

12:00pm

# **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

The contract opportunity is advertised on behalf of and will be available for use by the following - The Combined Authority is running this procurement process on its own behalf

# VI.4) Procedures for review

## VI.4.1) Review body

High Court of England and Wales

London

Country

**United Kingdom** 

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

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

Country

**United Kingdom**