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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@westyorks-ca.gov.uk](mailto:sukhninder.kaur@westyorks-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/rfq/rwlenrance\\_s.asp?PID=72479&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_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/rwlenrance\\_s.asp?PID=72479&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_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 include 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

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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

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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

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

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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**

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