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Tender

QUB/2307/22 Learning and Development Framework

Queen's University Belfast

F02: Contract notice

Notice identifier: 2022/S 000-031074

Procurement identifier (OCID): ocds-h6vhtk-037ebc

Published 3 November 2022, 12:54pm

Section I: Contracting authority

I.1) Name and addresses

Queen's University Belfast

Purchasing Office, University Road

Belfast

BT7 1NN

Email

j.glackin@qub.ac.uk

Telephone

+44 2890973026

Fax

+44 2890971390

Country

United Kingdom

NUTS code

UKN06 - Belfast

Internet address(es)

Main address

www.qub.ac.uk

Buyer's address

www.qub.ac.uk/po

I.3) Communication

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

<https://www.in-tendhost.com/queensuniversitybelfast.aspx/Home>

Additional information can be obtained from the above-mentioned address

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

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

<https://www.in-tendhost.com/queensuniversitybelfast.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

QUB/2307/22 Learning and Development Framework

Reference number

QUB/2307/22

II.1.2) Main CPV code

- 80570000 - Personal development training services

II.1.3) Type of contract

Services

II.1.4) Short description

The Organisational Development team within the People and Culture Directorate at Queen's University Belfast delivers a range of learning and development events and other resources for staff to build organisational capability. This includes events, courses and workshops which are co-ordinated and offered on an annual basis. Some aspects utilise internal expertise, some elements require delivery from external providers. The Organisational Development team has a requirement to augment existing internal expertise/programmes which they manage. They are therefore seeking to establish a framework of suitable providers under the following Lots:-

- Lot 1: Personal/professional skills development
- Lot 2: Leadership and Management Development

The scope of this framework solely relates to central Organisational Development budgeted learning and development.

II.1.5) Estimated total value

Value excluding VAT: £500,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Personal/professional skills development

Lot No

1

II.2.2) Additional CPV code(s)

- 80570000 - Personal development training services
- 80521000 - Training programme services
- 79632000 - Personnel-training services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Queen's University Belfast

II.2.4) Description of the procurement

Lot 1 covers Personal/Professional Skills development which is appropriate for the full range of staff categories and grades in the University. The appointed Framework Providers must be able to provide skills/capability development to promote the following indicative topics, which is not exhaustive:-• Communicating effectively• Time management/managing your workload/working smarter• Skills for Effective Mentoring• Effective Project Working, Project Management Skills • Preparing for Management/Leadership Roles• Responding to change• Individual Career Development• Interviewee Skills • Personal Development Review Skills (Reviewers and Reviewees)

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: £250,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Renewal may commence in 54 months if all options are exercised.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The contract is for a period of 12 months initially with options to extend by up to a further 48 months.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Management and Leadership Development

Lot No

2

II.2.2) Additional CPV code(s)

- 80532000 - Management training services

- 80570000 - Personal development training services

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

Main site or place of performance

Queen's University Belfast

II.2.4) Description of the procurement

This Lot covers the design and delivery of learning and development initiatives for senior levels of staff in the University. Examples of topics and development tools which may be required are listed below. This list is not exhaustive:

- Leading effective teams
- Managing people
- Managing performance effectively
- Conducting effective performance and development reviews
- Difficult conversations
- Facilitation, managing group discussions and chairing meetings
- Developing a business case
- Emotional Intelligence/self-awareness as a leader/manager
- Personal resilience and enabling resilience in others
- Adapting your leadership style
- Coaching skills for managers
- Critical thinking/decision making
- Strategic thinking/developing strategy
- Leading change effectively in an agile environment
- External awareness/working with stakeholders
- Leadership development at senior strategic level
- Coach development/supervision
- Executive coaching (1:1 for senior leaders, where offered as an inherent part of Programme)
- Development support methods and tools e.g. Action Learning, 360 degree feedback and other psychometric or development tools

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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

III.2) Conditions related to the contract

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

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

5 December 2022

Local time

4:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

5 December 2022

Local time

4:15pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 54 months

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Queen's University Belfast

Belfast

Country

United Kingdom