

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/032908-2024>

Tender

## **GSS24327 - Knowledge Transfer Partnerships (KTP) Associate Management Training - RFP**

UK Research and Innovation (UKRI)

F02: Contract notice

Notice identifier: 2024/S 000-032908

Procurement identifier (OCID): ocds-h6vhtk-04ab98

Published 13 October 2024, 7:48pm

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

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

UK Research and Innovation (UKRI)

Polaris House, North Star Avenue

SWINDON

SN21UH

#### **Email**

[CoreServices@uksbs.co.uk](mailto:CoreServices@uksbs.co.uk)

#### **Country**

United Kingdom

#### **Region code**

UKK14 - Swindon

## **Companies House**

OC373078

## **Internet address(es)**

Main address

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

## **I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

## **I.3) Communication**

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

<https://beisgroup.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://beisgroup.ukp.app.jaggaer.com/>

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

Body governed by public law

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

Other activity

Research

---

## **Section II: Object**

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

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

GSS24327 - Knowledge Transfer Partnerships (KTP) Associate Management Training - RFP

Reference number

GSS24327

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

- 80500000 - Training services

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

Services

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

The final date and time for the submission of bids is Monday 18th November 2024 at 11:00am.

DO NOT apply directly to the buyer.

All tender information MUST be submitted through the Jaggaer eSourcing Portal.

Aims and Objectives

To secure the services of a highly professional and service orientated training supplier to deliver high quality learning experiences for participants in the KTP programme. The KTP Programme seeks to demonstrate the delivery of value for money for all our funding partners.

The current training contract expires at the end of March 2025. The KTP programme seeks to have a training provider in place to provide a seamless transition between contracts.

KTP is one of the UK's largest recruiters of graduates, with over 350 associate positions available each year.

As part of the development of the Associate, KTP provides management training to facilitate the transition of individuals from graduates/ academics to business managers and

entrepreneurs. Associate training must demonstrate the best that the business world has to offer.

The key objective of the provision of the training package for KTP Associates is to facilitate the development of an appropriate level of management and leadership skills to help Associates deliver successful KTP projects.

The KTP programme is broadly based and therefore encompasses a wide range of businesses and organisations, a wide variety of project needs and a wide spectrum of Associate backgrounds, in terms of academic disciplines and experience. Content of the training provision needs to accommodate the needs of a broad base of KTP projects and Associates. The core training package must cover at least the following:

A. Business Management Skills development

B. Leadership and Innovation skills

C. Personal Skills development

Please ensure you review all attached information to ensure a full understanding of this requirement. All attachments can be found with the Supplier Attachments tab within the Jaggaer eSourcing Portal.

This contract will be awarded based on the evaluation criteria as set out in the RFP document.

How to Apply

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link <https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you are already registered on the Jaggaer eSourcing Portal and wish to participate in this procurement, please use the link: <https://beisgroup.ukp.app.jaggaer.com/>.

Once you are logged into the system you will be able to locate the Procurement you wish to leave a bid on by clicking the ITTs Open to All Suppliers and searching for the reference number itt\_1785 or GSS24327.

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

Value excluding VAT: £2,250,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UK - United Kingdom

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

Background to the Requirement

Knowledge Transfer Partnerships (KTPs) is an Innovate UK led government funded programme which aims to enable businesses to access the technology, knowledge and skills which are available in UK universities, colleges and research & technology organisations, to undertake collaborative projects for the strategic development of the business. KTP has been operating successfully for 49 years.

KTP has recently aligned itself to the flexible working policies of its academic partners. Currently training is completed both online and at residential workshops. The residential element is highly valued by participants, but it is recognised that current training arrangements can prove challenging for those working flexibly.

KTP core funding has grown through the current contract from £35m-£50m around £50m per year. This has increased the number of places required from our training provider. The training provider will need to demonstrate their ability to respond gracefully to the changes in demand the programme requires.

There is a programme manager in place that manages the programme and is responsible for leading this procurement exercise. They are supported by a Governance manager and a team of 35 knowledge transfer advisers, one of whom is specifically tasked as a liaison with the current training provider.

Scope

KTP Associates are potential future business leaders for the UK. Associates outperform their contemporaries, being promoted to senior positions more quickly and earning higher salaries as a result of participating in the KTP programme.

The training provided by the KTP programme helps associates transition from academia to

the business world and helps them become a productive and dynamic member of the business they work within, often being the agent for large scale organisational change.

Current evaluation of the training programme shows an exceptional level of satisfaction with the overall package of training delivered and this new contract should maintain the high standards of professionalism and quality currently provided.

KTP is a national programme, operating throughout the UK. The contractor must be able to provide a flexible delivery model that can gracefully manage the changes in demand that are likely to be experienced during the course of the contract. Typically, each year KTP has recruited 300-400 associates, but this can change depending on the current funding situation. Over the next 3 years KTP expects to maintain a minimum associate recruitment of around 350 people.

Unlike many UKRI funding competitions, KTP is always open to applications. Typically, every 8 to 10 weeks between 40-80 new projects are approved for funding. The Associate will be recruited over the following 9 months. Once in post Associates typically participates in their first training session within 4 months.

Scope includes:

- Ongoing evaluation of provision by the provider, leading to consistent improvement of materials and delivery.
- Provide a training venue that is geographically accessible from all parts of the UK (rail, road, air) and provides a common, business-like experience for all associates, bringing them together from across the UK
- Flexible demand profile.
- Associates able to participate in training within 4 months of starting.
- Accommodating of flexible working practices including a fully online version of the training provided for those unable to attend in person.
- Make reasonable adjustments as required under the Equality Act 2010.

### **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: £2,250,000

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

Start date

16 March 2025

End date

15 March 2028

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

---

## **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

---

## **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

18 November 2024

Local time

10:00am

##### **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: 3 (from the date stated for receipt of tender)

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

Date

18 November 2024

Local time

11:00am

Place

Electronically



---

## **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**

UK Shared Business Services Ltd

Polaris House

Swindon

SN2 1 FF

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Country

United Kingdom