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Tender

## **DfE Invest NI - Leading Team Programme 2023 - 2028**

DfE: Invest NI

F02: Contract notice

Notice identifier: 2023/S 000-036582

Procurement identifier (OCID): ocds-h6vhtk-042516

Published 12 December 2023, 5:52pm

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

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

DfE: Invest NI

Bedford Square, Bedford Street

BELFAST

BT2 7ES

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin@CPDfinance-ni.gov.uk](mailto:SSDAdmin@CPDfinance-ni.gov.uk)

#### **Country**

United Kingdom

## **Region code**

UK - United Kingdom

## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **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://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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://etendersni.gov.uk/epps>

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

Body governed by public law

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

General public services

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## **Section II: Object**

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

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

DfE Invest NI - Leading Team Programme 2023 - 2028

Reference number

4929893

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

- 80430000 - Adult-education services at university level

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

Services

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

DfE Invest NI - Leading Team Programme Invest NI is seeking to engage an experienced Contractor(s) for the design, delivery and management of up to five cohorts of a new Leadership Team Programme with an anticipated start date January 2024. This tender has been divided into two Lots. Each Lot will be evaluated and awarded independently. There is no restrictions on the number of Lots a Tenderer can bid for or be awarded, Tenderers may bid for one, two or both Lots as they wish. LOT 1 - The Design, Management and Delivery of Executive Education Content Service - Tenders are invited from suitably qualified and experienced Contractors to deliver a programme of Executive Education content. LOT 2 – The Design, Management and Delivery of a Business Coaching Service for Executive Teams - Tenders are invited from suitably qualified and experienced Contractors to deliver a Business Coaching service to Executive Teams participating on the Leadership Team Programme. Please refer to Tender Documents for further details.

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

Value excluding VAT: £2,500,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

### **II.2.1) Title**

Lot 1

Lot No

1

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80511000 - Staff training services
- 80520000 - Training facilities
- 80521000 - Training programme services
- 80532000 - Management training services
- 80570000 - Personal development training services

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

NUTS codes

- UKN - Northern Ireland

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

DfE Invest NI - Leading Team Programme Invest NI is seeking to engage an experienced Contractor(s) for the design, delivery and management of up to five cohorts of a new Leadership Team Programme with an anticipated start date January 2024. This tender has been divided into two Lots. Each Lot will be evaluated and awarded independently. There is no restrictions on the number of Lots a Tenderer can bid for or be awarded, Tenderers may bid for one, two or both Lots as they wish. LOT 1 - The Design, Management and Delivery of Executive Education Content Service - Tenders are invited from suitably qualified and experienced Contractors to deliver a programme of Executive Education content. LOT 2 – The Design, Management and Delivery of a Business Coaching Service for Executive Teams - Tenders are invited from suitably qualified and experienced Contractors to deliver a Business Coaching service to Executive Teams participating on the Leadership Team Programme. Please refer to Tender Documents for further details.

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

Quality criterion - Name: Methodology – Proposed Programme Design and Delivery / Weighting: 24

Quality criterion - Name: Key Delivery Personnel Experience / Weighting: 15.2

Quality criterion - Name: Programme Director Experience / Weighting: 10.4

Quality criterion - Name: Social Value / Weighting: 10.4

Quality criterion - Name: Presentation session – testing design technique, facilitation, and skills. / Weighting: 20

Cost criterion - Name: Total Contract Price / Weighting: 20

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

Value excluding VAT: £1,500,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

A retender of Invest NI: Leadership Team Programme may take place following the expiry of this current contract.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The initial contract period will be for 3 years with one optional extension of a further 2 years, 5 years in total.

### **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**

Lot 2

Lot No

2

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

- 80500000 - Training services
- 80510000 - Specialist training services
- 80511000 - Staff training services

- 80520000 - Training facilities
- 80521000 - Training programme services
- 80532000 - Management training services
- 80570000 - Personal development training services

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

NUTS codes

- UKN - Northern Ireland

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

DfE Invest NI - Leading Team Programme Invest NI is seeking to engage an experienced Contractor(s) for the design, delivery and management of up to five cohorts of a new Leadership Team Programme with an anticipated start date January 2024. This tender has been divided into two Lots. Each Lot will be evaluated and awarded independently. There is no restrictions on the number of Lots a Tenderer can bid for or be awarded, Tenderers may bid for one, two or both Lots as they wish. LOT 1 - The Design, Management and Delivery of Executive Education Content Service - Tenders are invited from suitably qualified and experienced Contractors to deliver a programme of Executive Education content. LOT 2 – The Design, Management and Delivery of a Business Coaching Service for Executive Teams - Tenders are invited from suitably qualified and experienced Contractors to deliver a Business Coaching service to Executive Teams participating on the Leadership Team Programme. Please refer to Tender Documents for further details.

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

Quality criterion - Name: Methodology: Programme Content and Coordination / Weighting: 28

Quality criterion - Name: Programme Director Experience / Weighting: 15.4

Quality criterion - Name: Key Delivery Personnel Experience / Weighting: 15.4

Quality criterion - Name: Social Value / Weighting: 11.2

Cost criterion - Name: Total Contract Price / Weighting: 30

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

Value excluding VAT: £1,000,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

A retender of Invest NI: Leadership Team Programme may take place following the expiry of this current contract.

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

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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

As detailed in the Tender Documents.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

As detailed in the Tender Documents.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As detailed in the Tender Documents.

#### **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

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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

22 January 2024

Local time

3:00pm

### **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**

Tender must be valid until: 21 April 2024

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

Date

22 January 2024

Local time

3:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years

### **VI.3) Additional information**

The successful contractor's performance on the contract will be regularly monitored.

Contractors not delivering.. On contract. requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach.. Satisfactory. levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach.. Satisfactory. levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs. And their. performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave.. Professional. misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue. of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions. Being. undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a. Period of. twelve months from the date of issue of the certificate

## **VI.4) Procedures for review**

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended

Belfast

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award. Of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.