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Tender

## **ID 5449059 - Invest NI - Graduate to Export Development programme**

Invest Northern Ireland

F02: Contract notice

Notice identifier: 2024/S 000-037917

Procurement identifier (OCID): ocds-h6vhtk-04be3b

Published 22 November 2024, 5:33pm

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

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

Invest Northern Ireland

303 Airport Road West

BELFAST

BT3 9ED

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

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

#### **Country**

United Kingdom

#### **Region code**

UKN - Northern Ireland

**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**

Access to the procurement documents is restricted. Further information can be obtained at

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

Additional information can be obtained from the above-mentioned address

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

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

Body governed by public law

**I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

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

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

ID 5449059 - Invest NI - Graduate to Export Development programme

Reference number

5449059

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

- 80000000 - Education and training services

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

Services

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

Invest NI's Graduate to Export Development Programme (G2E Programme) launched in February 2019, and targets SMEs in Northern Ireland to help expand their business internationally with the assistance of a supported graduate. As part of the programme, participating companies will develop their international business capabilities, gained from having a dedicated market research resource and on completion of the graduate intervention, they will have an export development / market entry plan for their chosen market. The Programme, in turn, will provide graduates with a valuable opportunity to gain practical experience and business skills in international business development in addition to obtain academic qualifications. Invest NI is seeking to engage a Contractor for the development, delivery, and management of future G2E cohorts with an anticipated launch date of March/April 2025. The Contractor shall design and deliver a Post Graduate Diploma for participating graduates which will have a commercial focus and a meaningful accreditation focusing on global best practice in international business development. The Contractor shall also work with the participating companies to assist them develop / refine their market research projects and oversee their execution by the programme graduates. The completion of these projects by the graduates should be a prerequisite of academic accreditation. The G2E Programme will comprise of up to 3 cohorts of 201 graduates per cohort all of whom are employed by Invest NI client companies (primarily SME's). It is anticipated that the contract will be for an initial period of 5 years with each cohort lasting 18 months. Invest NI reserve the option to extend the contract for a further period of 12 months. Each cohort is subject to budgetary approval and to satisfactory Contractor performance.

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

Value excluding VAT: £444,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 80430000 - Adult-education services at university level
- 80510000 - Specialist training services
- 80570000 - Personal development training services
- 79310000 - Market research services
- 79342000 - Marketing services

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

NUTS codes

- UKN - Northern Ireland
- UKN0 - Northern Ireland

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

Invest NI's Graduate to Export Development Programme (G2E Programme) launched in February 2019, and targets SMEs in Northern Ireland to help expand their business internationally with the assistance of a supported graduate. As part of the programme, participating companies will develop their international business capabilities, gained from having a dedicated market research resource and on completion of the graduate intervention, they will have an export development / market entry plan for their chosen market. The Programme, in turn, will provide graduates with a valuable opportunity to gain practical experience and business skills in international business development in addition to obtain academic qualifications. Invest NI is seeking to engage a Contractor for the development, delivery, and management of future G2E cohorts with an anticipated launch date of March/April 2025. The Contractor shall design and deliver a Post Graduate Diploma for participating graduates which will have a commercial focus and a meaningful accreditation focusing on global best practice in international business development. The

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#### **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: £444,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

As per tender documents

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

Variants will be accepted: No

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

Options: Yes

Description of options

It is anticipated this contract will be awarded in February 2025 for a period of 5 years. Invest NI reserve the option to extend the contract for a further period of 12 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.2.14) Additional information**

The figure indicated in Section II 1.5 represents an estimated contract value. This value reflects the. potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services. as detailed in the tender documents. This figure does not however take into account the application of indexation or increases to charges. due to increases in the Real Living Wage. Neither CPD nor the Authority can provide any guarantee as to the level of business under. this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible. for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection. with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any. amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and. an Economic Operator shall. have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract. has been confirmed by the. Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation. to values and volumes specified. in this notice and the procurement documents are approximate only and the Contracting Authority. reserves the right to change any or all of them.

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**Section III. Legal, economic, financial and technical information****III.1) Conditions for participation****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

15 January 2025

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: 15 April 2025

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

Date

15 January 2025

Local time

3:30pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

The successful Contractor's performance on this contract will be managed as per the specification and 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 notice of unsatisfactory performance and this contract may.. be terminated. A central register of such notices for supplies and services contracts will be maintained and published on the CPD.. website. Any Contractor in receipt of a notice of unsatisfactory performance will be required to declare this in future tender submissions.... for a period of 3 years from the date of issue of the notice. It may also 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. The authority expressly reserves the rights (i) not to award any contract as a result of the procurement process commenced. by.. publication of this notice; (ii) to make whatever changes it may see fit to the content and structure of the tendering competition;. (iii) to.... award (a) contract(s) in respect of any part(s) of the (services) covered by this notice; and (iv) to award contract(s) in stages and. in no.... circumstances will the authority be liable for any costs incurred by candidates.

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

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

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR2015 as amended.

Belfast

Country



United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR2015 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 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.