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Tender

## **PS24207 - Good Practice Exchange (GPEX) Delivery Model**

UK Research & Innovation (UKRI)

F02: Contract notice

Notice identifier: 2024/S 000-038154

Procurement identifier (OCID): ocds-h6vhtk-04c01d

Published 26 November 2024, 1:24pm

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

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

UK Research & Innovation (UKRI)

Polaris House

SWINDON

SN21FF

#### **Email**

[maria.znaiko@uksbs.co.uk](mailto:maria.znaiko@uksbs.co.uk)

#### **Country**

United Kingdom

#### **Region code**

UKK14 - Swindon

#### **Justification for not providing organisation identifier**

Not on any register

**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 to the above-mentioned address

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

Other type

Research

**I.5) Main activity**

Other activity

Research

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## **Section II: Object**

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

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

PS24207 - Good Practice Exchange (GPEX) Delivery Model

Reference number

PS24207

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

- 73000000 - Research and development services and related consultancy services

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

Services

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

The final date and time for the submission of bids is Wednesday, 22nd January 2025 at 11:00.

DO NOT apply directly to the buyer.

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

Brief Description of Requirement

UKRI is seeking a supplier to develop and test a model for delivering a Research Culture Good Practice Exchange (GPEX). This model must be tested and iterated with the wide breadth of stakeholders the GPEX is designed to serve.

The goal of the Good Practice Exchange is to harness and consolidate existing activities relevant to research culture for the benefit of researchers, research itself, and society.

Core objectives are:

1. Provide a comprehensive GPEX model, which covers each of the key components listed below.
2. This model will be informed by and tested with the full spectrum of stakeholders, which represent the GPEX community. The model will be iterated and retested with

stakeholders, to ensure it best serves their needs.

Whilst the three objectives of the GPEx are set, the manner of delivery is currently open. Internal consultation work has established that there is scope for a supplier to take a wide range of approaches to delivery of the GPEx, with various deliverables, timelines and costings attached. A clear model for delivery therefore needs to be established, with foundations in a theory of change and logic model that has been developed and tested with the community the GPEx would service. UKRI would then use this model as the basis for its tender of the GPEx.

## Deliverables

The indicative timeline for the contract is 6 months.

The supplier will be expected to deliver:

- 1) Document detailing finalised approach to delivery, including stakeholders to be covered and route to engagement.
- 2) Interim Findings: Identifying early /emerging findings.
- 3) Final Report: A written report.

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 (UKSBS) 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 PS24207 or itt\_1868.

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

Value excluding VAT: £125,000

### **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**

The final date and time for the submission of bids is Wednesday, 22nd January 2025 at 11:00.

DO NOT apply directly to the buyer.

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

#### Introduction

UK Shared Business Services (UKSBS), on behalf of the UK Research and Innovation wishes to establish a contract for the provision of Good Practice Exchange (GPEx) Delivery Model.

UKRI is seeking a supplier to develop and test a model for delivering a Research Culture Good Practice Exchange (GPEx). This model must be tested and iterated with the wide breadth of stakeholders the GPEx is designed to serve.

#### GPEx Objectives

The goal of the Good Practice Exchange is to harness and consolidate existing activities relevant to research culture for the benefit of researchers, research itself, and society.

The Exchange is for the full breadth of UK research and innovation disciplines and sectors. Sectors include, but are not limited to:

- Academic (universities, research institutes, funders, networks);
- Industry / the private sector (research institutes, research & development (R&D) departments, networks, human resources (HR)).
- Public sector, including Government, NHS, public sector research establishments (PSREs) and public engagement organisations.
- Third sector, including research-oriented charities and volunteering organisations.
- Other organisations involved in facilitating and connecting research activities.
- The wider public

The GPEx will have the following three core objectives:

1. Building networks, sharing and collaboration.
2. Supporting more and better evaluation.
3. Strengthening strategic leadership.

The need for a GPEx delivery model

Whilst the three objectives of the GPEx are set, the manner of delivery is currently open. Internal consultation work has established that there is scope for a supplier to take a wide range of approaches to delivery of the GPEx, with various deliverables, timelines and costings attached. A clear model for delivery therefore needs to be established, with foundations in a theory of change and logic model that has been developed and tested with the community the GPEx would service. UKRI would then use this model as the basis for its tender of the GPEx.

## Aims & Objectives

UKRI is seeking a supplier to develop and test a model for delivering a Research Culture Good Practice Exchange (GPEx). This model must be tested and iterated with the wide breadth of stakeholders the GPEx is designed to serve.

Core objectives are:

1. Provide a comprehensive GPEx model, which covers each of the key components listed below.
2. This model will be informed by and tested with the full spectrum of stakeholders, which

represent the GPEx community. The model will be iterated and retested with stakeholders, to ensure it best serves their needs.

### Ways of working

Suppliers are required to work closely with UKRI throughout the length of the contract, ensuring UKRI is kept well informed of progress (minimum of monthly check-ins) and working with us on all core decisions for the project.

UKRI has completed an initial Equality Impact Assessment (EIA) form for this activity, to ensure due regard is given to equality considerations and appropriate actions are taken. Once the supplier is in place, the supplier should work with UKRI to update the EIA and continue to use this as a live document throughout the duration of the project.

The duration of the agreement will be between March 2025 and September 2025 for a total period of 6 months.

### **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: £125,000

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

Duration in months

6

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.2.14) Additional information**

## DO NOT APPLY DIRECTLY TO BUYER

All submissions will be assessed in accordance with the Public Procurement Regulations that apply to this opportunity.

Responses must be received by the date and time in the tender documentation; responses received outside of the deadline or not sent via the Jaggaer eSourcing portal will not be accepted or considered by the Contracting Authority further for this opportunity, unless a system outage is experienced, to which the Contracting Authority will advise upon accordingly.

All enquiries with respect to access to the eSourcing Portal and problems with functionality within the portal must be submitted to eSourcing Portal Helpdesk, not the Contracting Authority contact for this procurement.

Phone 08000 698 632

Email [customersupport@jaggaer.com](mailto:customersupport@jaggaer.com)

Please note; the eSourcing Portal is a free self-registration portal. Bidders can complete the online registration at the following link: <https://beisgroup.ukp.app.jaggaer.com/>

Bidders should read all attachments, messages and the response envelopes located within the eSourcing Portal carefully before completing the bid submission. Failure to comply with any of these instructions for completion and submission of the bid submission may result in the rejection and exclusion of the bid. Bidders are advised therefore to acquaint themselves fully with the extent and nature of the specification requirements and contractual obligations.

These instructions constitute the Conditions of bidding. Participation in the process automatically signals that the Bidder accepts these Conditions as part of the bidding process.

All material issued in connection with this bidding process shall remain the property of the Contracting Authority and shall be used only for the purpose of this procurement.

All Due Diligence Information shall be either returned to the Contracting Authority or securely destroyed by the Bidder (at the Contracting Authority's option) at the conclusion of the procurement.

Interested organisations should ensure that they allow a sufficiency of time, prior to the deadline to allow all sections to be completed in full and any attachments to be uploaded.



As a user of the Jaggaer eSourcing Portal you will have access to the Jaggaer messaging service which facilitates all messages sent to you and from you, as well as other messages and updates in relation to any specific tender event. Please note that any and all information secured outside of the messaging service, shall have no Legal Standing, merit or worth and should not be relied upon by any organisation submitting a tender response.

Please note it is your organisations responsibility to access these messages on a regular basis to ensure you have sight of all relevant information applicable to this opportunity.

The Contracting Authority expressly reserves the right:

- i. not to award any contract as a result of the procurement process commenced by publication of this notice; and
- ii. to make whatever changes it may see fit to the content and structure of the procurement; and under no circumstances as part of your organisations participation in this opportunity, will the Contracting Authority be liable for any costs incurred by any organisation as a result. If the Contracting Authority decides to enter into a contract with any successful organisation(s), this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of your organisation in doing so.

#### About UK Shared Business Services

UK Shared Business Services Ltd (UKSBS) brings a commercial attitude to the public sector; helping our contracting authorities to improve efficiency, generate savings and modernise.

Where UKSBS is not named as the Contracting Authority within the documentation, UKSBS will be acting as an agent on behalf of the Contracting Authority.

Our broad range of expert services is shared by our customers. This allows our customers the freedom to focus resources on core activities; innovating and transforming their own organisations.

For full details of our partner base please review the following link:  
<https://www.uksbs.co.uk/clients/>

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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

22 January 2025

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

22 January 2025

Local time

11:00am

Place

Electronically

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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**

How to Apply

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

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

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

UK Shared Business Services Ltd

Swindon

SN2 1FF

Email

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

Country

United Kingdom

Internet address

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