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Tender

## **Framework Agreement for the Provision of Associate Trainers**

Dumfries and Galloway College

F02: Contract notice

Notice identifier: 2025/S 000-053979

Procurement identifier (OCID): ocids-h6vhtk-059444

Published 4 September 2025, 2:57pm

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

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

Dumfries and Galloway College

Bankend Road

Dumfries

DG1 4FD

#### **Contact**

Angela Van Gelder

#### **Email**

[avangelder@apuc-scot.ac.uk](mailto:avangelder@apuc-scot.ac.uk)

#### **Telephone**

+44 1314428961

#### **Country**

United Kingdom

**NUTS code**

UKM92 - Dumfries & Galloway

**Internet address(es)**

Main address

[www.dumgal.ac.uk](http://www.dumgal.ac.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00448](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00448)

**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://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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.publictendersscotland.publiccontractsscotland.gov.uk/>

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

Body governed by public law

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

Education

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## **Section II: Object**

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

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

Framework Agreement for the Provision of Associate Trainers

Reference number

2025-05-DGC37

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

- 80000000 - Education and training services

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

Services

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

Dumfries and Galloway College is seeking contractors for a Framework for the Provision of Associate Trainers. This will include the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources.

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

Value excluding VAT: £729,000

#### **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**

Construction

Lot No

2

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Construction related courses including but not limited to the following sub-categories:

- Site Supervisors Safety Training Course
- Site Management Safety Training Course
- Multiskilling courses

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Renewables / Sustainability

Lot No

3

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Renewables/Sustainability related courses including but not limited to the following sub-categories:

- BPEC Solar PV (SCQF Level 6)
- BPEC Electrical Energy Storage System (SCQF Level 6)
- C & G 2921-34 Level 3 Award in the Design and Installation of Domestic and Small commercial Electric Vehicle Charging installations (SCQF Level 5)
- C & G 2921-33 Level 3 Award in Installation and Maintenance of Large-Scale Electric Vehicle Charging installations (SCQF Level 5)

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Electrical

Lot No

4

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Electrical related courses including but not limited to the following sub-categories:

- C & G 2377-77 Level 3 Award in the In-service Inspection & Testing of Electrical Equipment (SCQF Level 6)
- C & G 2391-52 Initial & Periodic Electrical Inspection & Testing (SCQF Level 6)
- C & G 2382-22 18th Edition Wiring regulations (SCQF Level 6)

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Digital

Lot No

5

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Digital related courses including but not limited to the following sub-categories:

- EXCEL – Beginners

- EXCEL – Intermediate
- EXCEL – Advanced
- AI for Business
- Digital Marketing
- Introduction to Power BI

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

## Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Employability

Lot No

6

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Employability related courses including but not limited to the following sub-categories:

- Building Own Employability Skills
- Preparation for Employment
- Responsibilities of Employment

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

#### **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**

Food Hygiene

Lot No

7

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Food Hygiene related courses including but not limited to the following sub-categories:

- REHIS Advanced Food Hygiene (SCQF Level 8)
- REHIS Intermediate Food Hygiene (SCQF Level 7)
- REHIS Advanced HACCP (SCQF Level 8)
- REHIS Intermediate Certificate in HACCP for food manufacturing (SCQF Level 7)

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Human Resource

Lot No

8

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Human Resource related courses including but not limited to the following sub-categories:

- CIPD Level 3 Foundation Certificate in People Practice
- SQA Planning and Delivering Training Sessions to Groups (SCQF Level 6).

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Accounting

Lot No

9

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Accounting related courses including but not limited to the following sub-categories:

- AAT Foundation Certificate (SCQF Level 5)
- AAT Diploma in Accounting
- AAT Level 2 Certificate in Book keeping

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Engineering

Lot No

10

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Engineering related courses including but not limited to the following sub-categories:

- Diploma in Engineering (SCQF Level 7)
- SVQ Fabrication & Welding (SCQF Level 6)

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Highers

Lot No

11

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

- 80300000 - Higher education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Higher and related courses including but not limited to the following sub-categories:

- Higher English
- Higher Languages
- Maths Application of Maths

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Facility Services

Lot No

12

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Facility Services related courses including but not limited to the following sub-categories:

- SVQ Facility Services
- SVQ Facility Management
- SVQ Warehousing

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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

Lot No

13

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Management related courses including but not limited to the following sub-categories:

- Prince 2
- Prince 2 Agile
- Agile PM
- CMI Level 5 Certificate in Leadership & Mgmt
- CMI Level 3 Certificate in Principles of Management & Leadership
- Management Workshops

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Online Learning Resources

Lot No

14

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Online Learning Resources Courses including but not limited to the following sub-categories:

- Introduction to Domestic Retrofit
- Introduction to renewable technologies
- Transitioning to Net Zero
- Environmental sustainability for Managers
- Introduction to Airtightness and ventilation
- Introduction to Insulation and Building Treatments
- Level 2 Certificate in Event Planning
- Level 2 Certificate in Digital Marketing
- Level 2 Certificate in Principles of Business Administration
- Level 3 Certificate in Understanding the Principles of Dementia Care
- Level 2 Certificate in Understanding Dignity and Safeguarding in Adult Health and Social Care
- Level 2 Award in Prevention and Control of Infection
- Level 2 Certificate in Awareness of mental Health Problems

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

### **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**

Health and Safety

Lot No

1

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

- 80400000 - Adult and other education services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries and Stranraer

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

This lot is for the Provision of Health and Safety related courses including but not limited to the following sub-categories:

- NEBOSH General Certificate (SCQF Level 6)
- IOSH Managing Safely (SCQF Level 5)
- REHIS Elementary H & S (SCQF Level 5)
- Highfield Award in the Principles of Fire Safety Level 2 (SCQF Level 6)
- Manual Handling
- COSHH (Control of Substances Hazardous to Health)
- Legionella and Legionnaires Disease Awareness
- Risk Assessment
- Construction Design and Management Regulations
- Door Supervisors

The Framework Agreement overall includes the delivery of in-person and online classroom delivery, work-based learning qualifications and the provision of some online learning resources. Delivery methods for this lot are stated in the Invitation to Tender.

The Framework Agreement shall evolve with related sub-category courses under the overarching lot developed and/or added to the appropriate lot as required.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The initial period is for 24 months with the option to extend by 2 x 12 month periods. Overall duration is potentially 48 months.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Tenderers must meet the minimum specification of courses required as stated in the Invitation to Tender however can offer additional course options over and above these at the point of tender and throughout the agreement. Acceptance of these additional courses onto the Framework Agreement is at the College's discretion.

#### **II.2.13) Information about European Union Funds**

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

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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

Suitability – Authorisation or Membership

Please complete “Suitability - Authorisation or Membership” question in the Qualification Questionnaire in PCS-Tender. Please refer to the note attachment to this question.

Tenderers must meet the minimum requirements in terms of Centre Approval and Awarding Body, for the lots and sub-categories applied for. Minimum requirements under this specific question on the SPD are highlighted against each lot and sub-category on the file provided within PCS-T.

You must provide confirmation that you are able to meet this requirement for the lots and sub-categories applied for and where available, provide electronically. Evidence not available electronically must be provided when requested by the Authority.

Where you are applying for a sub-category that requires to meet Centre Approval and Awarding Body, it is mandatory that you respond to this question.

Question 4A.2 & related 4A.2.1, 4A.2.2 & 4A.2.3 - Bidders are required in country of establishment to hold a particular authorisation or membership of a particular organisation needed in order to be able to perform the service in question as stated in Section 2 of the ITT, Clause 2 – Agreement Lotting Structure

Pass = The Tenderer has provided confirmation that it will provide evidence of authorisation or membership of bodies required and applicable to that lot when requested by the Authority.

Fail = The Tenderer has not provided confirmation that it will provide evidence of authorisation or membership of bodies required when requested by the Authority and applicable to that lot.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Please complete “Insurance Requirements” in the Qualification Questionnaire in PCS-Tender.

It is a requirement that all Tenderers must have or commit to have the required insurance levels at commencement of the Agreement as indicated below and in PCS-T.

Question 4B.5.1b Employers Liability – 5,000,000GBP

(applicable where your company employs 1 or more people)

Question 4B.5.2 Other Insurances

Public Liability – 1,000,000GBP – for those lots to be delivered on premises

A copy of the Insurance Certificate or Brokers Letter must be provided prior to award to demonstrate that the Insurance requirements can be met.

Please confirm on PCS-T that you can meet this requirement and this information shall be provided when requested, prior to award.

Minimum level(s) of standards possibly required

All Insurance requirements are minimum standards and are mandatory. A fail will result in elimination of the procurement exercise.

Pass = The Tenderer has the relevant Insurance in place with evidence of an Insurance Certificate or the Tenderer has committed to obtaining the required insurance with evidence of a brokers letter.

Fail = The Tenderer does not have the relevant insurance requirements in place and cannot commit to obtaining the relevant insurance OR the Tenderer has stated they have the relevant insurance in place or can obtain it but is unable to provide evidence to demonstrate this.

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

List and brief description of selection criteria

Question 4C.1.2

Tenderers are required to provide 2 examples in the last 3 years to demonstrate that they have relevant experience to deliver the services as described for the applicable lot. Please refer to the note attachment and template provided for this question on PCS-T.

Question 4C.6 - Tenderers are required to provide confirmation that educational and professional qualifications are held by the service provider or the contractor itself as stated in Section 2 of the ITT, Clause 2 – Agreement Lotting Structure. Please refer to the

note attachment for this question on PCS-T.

Tenderers staff who are delivering the service must meet the minimum requirements in terms of educational and professional qualifications for the lots and sub-categories applied for. Minimum requirements applicable to this specific question on the SPD are highlighted against each lot and sub-category in the document in PCS-T.

You must provide confirmation that you are able to meet this requirement for the lots and sub-categories applied for. Evidence must be provided when requested by the Authority.

Where you are applying for a sub-category that requires educational and/or professional qualification(s), it is mandatory that you respond to this question.

#### Question 4C.10

Please provide details of the proportion (i.e., percentage) of the contract that you intend to sub-contract.

Minimum level(s) of standards possibly required

#### Q4C1.2

Pass = The Tenderer provided 2 examples of relevant experience in the last three years applicable to the lot.

Fail = The Tenderer has not provided 2 examples of relevant experience in the last three years or the Tenderer has responded to the request but the examples provided are not relevant.

#### Question 4C.6

Pass = The Tenderer has provided confirmation that it will provide evidence of educational and professional qualifications required when requested by the Authority and applicable to that lot.

Fail = The Tenderer has not provided confirmation that it will provide evidence of educational and professional qualifications required and applicable to that lot.

#### Q4C.10

Tenderers are required to confirm whether they intend to sub-contract or not and, if so, for what proportion of the contract.

This information must be provided on PCS-T in response to this question.

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

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

As set out in the Invitation to Tender

### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 35

#### **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

24 October 2025

Local time

12:00pm

#### **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**

Duration in months: 4 (from the date stated for receipt of tender)

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

Date

24 October 2025

Local time

12:30pm

Place

Electronically through PCS-T

Information about authorised persons and opening procedure

Electronically through PCS-T

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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: Potentially will be retendered at end of initial term at 4 January 2028 or after 1 or 2 of the 12 month extension periods. Any notice will be published approximately 4 months in advance.

### **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**

#### Appendix A - Form of Tender

Tenderers must complete Appendix A - Form of Tender. It is for information only and will not be scored but it is a mandatory requirement of this tender

#### Appendix B - Freedom of Information

If applicable, Tenderers must complete Appendix B - Freedom of Information. This information must only be submitted if applicable. It is for information only and will not be scored.

#### Appendix D - Sustain Supply Chain Code of Conduct

Tenderers must complete Appendix D - the Sustain Supply Chain Code of Conduct. It is for information only and will not be scored but is a requirement of this tender.

#### Appendix F - GDPR Vendor Data Processor Assurance Assessment Form

Tenderers must complete the Appendix F - GDPR Vendor Data Processor Assurance Assessment Form. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

#### Appendix G - Declaration of Non-Involvement in Serious Organised Crime

Tenderers must complete Appendix G - Declaration of Non-Involvement in Serious Organised Crime. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms

#### Appendix H - Declaration of Non-Involvement in Human Trafficking & Labour Exploitation

Tenderers must complete the Appendix H - Declaration of Non-Involvement in Human Trafficking & labour Exploitation. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

#### Prompt Payment in the Supply Chain

Tenderers must confirm in the Technical Questionnaire in PCS-Tender, that payment of sub-contractors engaged in this Framework Agreement at all stages (includes public body to Contractor, Contractor to Sub-Contractor and Sub-Contractor to Sub-Contractor) of the supply chain will be made within a maximum of 30 day payment terms and that this will be managed as part of this Framework Agreement.

The Prompt Payment question is for information only and will not be scored but is a

requirement of this tender. It is for information only and will not be scored but is a requirement of this tender.

The value of the framework agreement stated in this notice is indicative, over the potential 4 year period and may vary up or down.

A Prior Information Notice for this Framework Agreement was published previously - Reference JUN532929.

APUC Ltd is administering this tender on behalf of Dumfries and Galloway College.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30061. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

(SC Ref:809217)

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

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

Dumfries Sheriff Court

Buccleuch Street

Dumfries

DG1 2AN

Telephone

+44 1387262334

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/dumfries-sheriff-court-and-justice-of-the-peace-court>

