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Tender

250076 Contract for the Provision of a Development Programme to Support Foundation Trainee Pharmacists to Prepare for the Common Registration Assessment

Queen's University Belfast

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-068865

Procurement identifier (OCID): ocids-h6vhtk-05d4ff ([view related notices](#))

Published 28 October 2025, 11:14am

Scope

Reference

250076

Description

The Northern Ireland Centre for Pharmacy Learning and Development (NICPLD), one of the national pharmacy postgraduate centres, was established in 1990 and has been based in the School of Pharmacy (Queen's University Belfast) since 1996. Funded by the Department of Health under the Health and Personal Social Services (HPSS) (1972) Order, its remit is to support the development of the (Health and Social Care) pharmacy workforce in Northern Ireland through its education and training programme, which includes:

- direct, distance and eLearning courses

- foundation training year

- postgraduate course funding
- post-registration foundation training
- non-medical prescribing training
- advanced practice training
- post-qualification training for pharmacy technicians.

NICPLD also provides an effective multi-professional education programme of workshops and eLearning, in addition to promoting and participating in research and development.

The Standards for the initial education and training (IET) of pharmacists (GPhC, 2021) support the aim of the Department of Health to improve and promote the health and social wellbeing of the people of Northern Ireland. This will be achieved by establishing programmes to develop the Northern Ireland (NI) pharmacy workforce for an enhanced and more effective clinical role in response to changing population demographics and patient need. To achieve this goal, there will be a need for closer integration of academic study with enhanced learning in practice.

The NICPLD Foundation Training Year (FTY) programme encompasses the following elements:

- 52 week in-practice training
- evidencing of learning outcomes via the completion of mandatory practice activities, recording evidence and uploading this to an ePortfolio
- periodic appraisal by an educational supervisor to ensure trainee progress
- structured education and training programme to support trainee pharmacists as they work towards being independent practitioners and sitting the Common Registration Assessment (CRA).

NICPLD is responsible for the delivery of all elements of this programme but will require support from the Economic Operator in delivering the structured education and training programme to support trainee pharmacists as they prepare to sit the CRA in Summer 2027.

Total value (estimated)

- £353,675 excluding VAT

- £425,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 May 2026 to 30 April 2027
- Possible extension to 30 April 2033
- 7 years

Description of possible extension:

With options to extend by up to a further 72 months (6 x 12 months)

Main procurement category

Services

CPV classifications

- 80500000 - Training services
- 85149000 - Pharmacy services

Contract locations

- UKN06 - Belfast

Submission

Enquiry deadline

18 November 2025, 4:00pm

Tender submission deadline

25 November 2025, 4:00pm

Submission address and any special instructions

<https://www.in-tendhost.co.uk/queensuniversitybelfast/aspx/Login>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 December 2025

Recurring procurement

Publication date of next tender notice (estimated): 29 October 2032

Award criteria

Name	Description	Type
Simple description	Technical (50%) - Methodology Price in the Delivery of Similar Programmes (12.5%) - Key Staff Technical Capability (12.5%) - Provision of Exam Style Questions (12.5%) - Ability to be Flexible and Adapt to Change (7.5%) - Sustainable Procurement (5%) Price (50%)	

Weighting description

Technical (50%)

- Methodology in the Delivery of Similar Programmes (12.5%)
- Key Staff Technical Capability (12.5%)
- Provision of Exam Style Questions (12.5%)
- Ability to be Flexible and Adapt to Change (7.5%)
- Sustainable Procurement (5%)

Price (50%)

Other information

Payment terms

30 days after receipt of a valid and undisputed invoice.

Description of risks to contract performance

The risks identified are considered "known risks" under the Procurement Act 2023. While they cannot be fully eliminated at this stage, the contracting authority will monitor these risks throughout the contract lifecycle. Mitigation measures will include regular performance reviews, contingency planning, and compliance checks to minimize impact on service delivery and value for money.

1.1 Financial Risks

1.1.1 Pricing changes (increases or decreases) introducing financial uncertainty if not clearly defined in the contract.

1.1.2 Supplier insolvency or bankruptcy, leading to service disruption, loss of materials, and potential financial loss.

1.1.3 Unclear ownership or reuse rights over learning materials could result in additional costs to repurchase or redevelop resources.

1.1.4 Budget variation risks if funding or participant numbers change during the contract, affecting payment or service volume.

1.1.5 Whilst estimated quantities may be stated for the purposes of this procurement, these reflect the current funding position and may be subject to change throughout the contract period. It is not possible at this time to accurately predict the future budget position. Queen's may seek to modify the contract in response to funding increase or decrease over the contract period and this will have a corresponding effect on the volume required under this contract.

1.2 Technical Risks:

1.2.1 Content accuracy risks, where the webinar or materials contain incorrect or misleading information impacting educational integrity.

1.2.2 Poor technical delivery or system failures during webinars that disrupt the session.

1.2.3 Loss of access to learning platforms or trainee data at contract end due to lack of technical continuity or data migration planning.

1.2.4 Integration challenges with internal systems or learning platforms (e.g., LMS compatibility, user access).

1.2.5 Development risks, if future updates or changes to delivery technology are required during the contract period.

1.2.6 Queen's may seek to modify the contract in future to respond to emerging sustainability requirements, whether derived from Queen's Net Zero 2040 commitment, or from public policy changes. In addition, the contract may require modification to adapt to strategic commitments made in any forthcoming strategy for Queen's (expected for the period beyond 2030). This may require additional or reduced requirements, or modifications to the method for delivery of the requirements to meet the strategic objectives.

1.2.7 It is known that there may be potential for development of the delivered requirements or their application which may result in the need for additional consumables or development, which cannot be adequately quantified or estimated at this time, pending future technical developments. Where these developments arise, there will be a resultant impact on performance of the contract in terms of timescales, material availability, service delivery etc. Queen's may seek to modify the contract in future to respond to any such emerging technological developments, which have a direct impact on the service being provided under this contract.

1.3 Regulatory Risks

1.3.1 Data protection breaches under GDPR, especially concerning trainee data and recorded webinar content.

1.3.2 Compliance with professional standards in pharmacy education and accreditation requirements.

1.3.3 Intellectual property (IP) rights risks, including unclear ownership or improper use of copyrighted materials.

1.3.4 Contractual compliance issues where content, delivery, or assessments fail to meet required regulatory or institutional policies.

1.4 Schedule Risks

1.4.1 Schedule delays in delivering webinars, learning materials, or assessments affecting trainee readiness.

1.4.2 Late delivery of mock exams or content impacting academic timelines.

1.4.3 Non-performance, where the supplier fails to meet agreed milestones or timelines for webinars and assessments.

1.4.4 Transition risk - no clear exit plan causing disruption mid-training cycle if the supplier changes or withdraws.

1.5 Logistical Risks

1.5.1 Access or delivery issues if learning materials or platforms are hosted externally and become unavailable.

1.5.2 Dependence on third-party tools or platforms, leading to disruption if those services fail or licenses expire.

1.5.3 Transfer of materials or data between supplier and organisation not managed securely or efficiently, causing delays or data loss.

1.6 Personnel Risks

1.6.1 Poor delivery quality or substandard performance due to insufficiently trained or inexperienced supplier personnel.

1.6.2 Inconsistent content delivery if key presenters or trainers leave or are replaced mid-contract.

1.6.3 Lack of subject matter expertise impacting the educational value and reputation of the training.

1.6.4 Insufficient communication or coordination between supplier staff and the university team, leading to misalignment or errors.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

<https://www.in-tendhost.co.uk/queensuniversitybelfast/aspx/Login>

QUB Tender Portal

Contracting authority

Queen's University Belfast

- Charity Commission for Northern Ireland: 101788

University Rd

Belfast

BT7 1NN

United Kingdom

Email: procurement@qub.ac.uk

Region: UKN06 - Belfast

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Northern Ireland