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| **Crown Commercial Service - Procurement Notice** |
| **Small and Medium sized Enterprises:**  The Crown Commercial Service (CCS) is committed to supporting the small medium enterprises (SMEs) cross government agenda and is actively contributing to the 25% aspiration.  **About The Crown Commercial Service (CCS):**  The Crown Commercial Service is an executive agency of the Cabinet Office. Our overall priority is to provide procurement savings for the UK public sector as a whole and specifically to deliver centralised procurement for central government departments. |
| **Background to the Opportunity:**  **SO15393 – Provision of Consultancy Regarding a Review of the Practical Driving Test Delivery Model**  **Please see attached draft of Appendix B – Service Description** |
| **Scope: Please see attached draft of Appendix B – Service Description** |
| **Requirement/Specification: Please see attached draft of Appendix B – Service Description** |
| **Specific Specialist Skills/Capabilities/Qualifying requirements: Please see attached draft of Appendix B – Service Description** |
| **Tender Timetable:**  Expressions of Interest to be received by 27th November 2015 at 11 AM. Late expressions may not be accepted.  Draft tender timetable. Tenders will be issued on 27th November 2015.  Bidders Teleconference on 02nd December 2015.  Closing date for clarification questions 03rd December 2015.  Closing date for return of tenders 11th December 2015. |
| **Duration:** Approximately 3 months |
| **Location:** London / Bristol with possibility of other sites. |
| **Evaluation Criteria For Bids:**  This will be confirmed in the Invitation to Tender documents. |
| **Terms and Conditions of Contract:**  CCS Terms & Conditions of Contract for Services. |
| **How to apply:**  CCS uses an eSourcing toolkit to enable its sourcing activities to be conducted over the Internet. Any organisation intending to submit an expression of interest must be registered as a supplier with the CCS eSourcing Portal.  To register, visit the Portal’s Login Page at <https://gpsesourcing.cabinetoffice.gov.uk> and complete the online registration form by clicking on the “Register Supplier Organization” link at the top of the page. The entire process should take no more than 10 minutes and need only be completed once. Passwords are issued via email, normally within 1 working day.  Please contact the Crown Commercial Service (CCS) Supplier help line on 0345 010 3503.  Once registered, organisations intending to submit an expression of interest must send an email to [CCLPCOE@crowncommercial.gov.uk](mailto:CCLPCOE@crowncommercial.gov.uk) any time up to, but no later than 23rd November 2015 at 11 AM. The email should be entitled Provision of Consultancy Regarding a Review of the Practical Driving Test Delivery Model and contain the following details: your organisation’s name; your contact’s email address; your contact’s name and your contact’s telephone number.  Additionally when bidders submit their expression of interest they will need to provide their bank details on letter headed paper, an email address for any potential purchase orders to be despatched to and contact details for relevant contact.  Any expressions of interest not submitted in the required form (or containing the requested information) may be rejected. If, however, you believe that there are reasons as to why you would be unable to use the eSourcing service, please let us know by emailing [CCLPCOE@crowncommercial.gov.uk](mailto:CCLPCOE@crowncommercial.gov.uk) , and we will consider how best to overcome your difficulties. |
| **Point of Contact –**  Sarah Thomas Email: [Sarah.Thomas@crowncommercial.gov.uk](mailto:Sarah.Thomas@crowncommercial.gov.uk) |
| **Date of issue:** 13th November 2015 |
| **Closing Date:** EOI 27th November 2015 at 11 AM |