****

**Land Warfare Centre**

**Trade Training Transformation Programme (T3P)**

**Driver Training Project (DTP)**

**RFI**

**Driver Training Project (DTP) – Request for Information (RFI)**

**Purpose**

This questionnaire has been drafted to help MOD understand, and potentially improve, the way in which Defence presents its requirements to Industry to encourage competition and ultimately drive best value for the Defence budget.

The answers provided by Industry are intended to help MOD consider various commercial aspects as part of Early Market Engagement. Responses will not be used or assessed as part of any future procurement exercise for this requirement. Additionally, failure to submit a response in whole or part will not affect your ability to continue participation in this opportunity should it progress to market.

If you can respond to the questions below, providing your views and insights, it would be very much appreciated.

**Instructions for completion and return**

Enter your response to each question in the response box, using Arial 11. The box will expand as appropriate, but it would be useful if you could keep each of your responses to no more than a 500 words per question.

Once completed please save as a PDF file and return to [ArmyComrcl-LWC-Mailbox@mod.gov.uk](mailto:ArmyComrcl-LWC-Mailbox@mod.gov.uk)

**Completed questionnaires should be returned by no later than 1200 hrs on 21 July 2022.**

Along with your completed response you are invited to provide any marketing material that would help MOD understand more about your organisation and the market you operate in. No commercially sensitive information should be provided.

**Aim**

The aim of this short paper is to test potential market reaction and provide sufficient information for Industry to help us to frame how we might provide such services in the future.

|  |
| --- |
| **QUESTION 1 - ORGANISATION** |
| Please provide your company or organisation name and the address of its Registered Office (if applicable). |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 2 - ORGANISATION** |
| Please provide the name, title, telephone number and email address for the person submitting this response on behalf of your company or organisation. |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 3 - ORGANISATION** |
| Please describe your company or organisation to include whether you are a Global, National or SME, your key markets and whether you are currently, or have been, a supplier to either UK or Overseas Defence. |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 4 – SCOPE OF BUSINESS** |
| Please advise of any other Common Procurement Vocabulary (CPV) codes (not listed in the PIN) which relate to your scope of business or that you think would be applicable to this requirement? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 5 – MARKET ATTRACTIVENESS** |
| a. Is the MOD requirement for DTP attractive to Industry?  b. What outline steps can MOD undertake to make such a requirement more attractive to industry? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 6 – SCALABILITY, FLEXIBILITY AND FUTURE PROOFING** |
| a. How could scalability, flexibility and agility be best built into the contract to allow for changes in demand, both in terms of volume of training (e.g. annual variation in number and type of students requiring training) and support to be delivered and/or changes to capability?    b. What would help Industry to mitigate technical, operational and financial risk in the delivery of the training output and the support services? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 7 – OPPORTUNITIES FOR SMEs** |
| How can MOD and Industry promote wider SME involvement in DTP? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 8 – PUBLIC PROCUREMENT PROCESS** |
| From your previous experience, are there any areas of the bid process that could be altered to encourage you to participate in the procurement? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 9 – EXPERIENCE** |
| 1. What experience do you have in delivering civilian driving licence training? 2. Which licence categories? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 10 – EXPERIENCE** |
| What experience do you have in delivering familiarisation training on Military vehicles listed at Annex [A](#A)? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 11 – DURATION** |
| 1. What contract length would you propose for this type of work and why? 2. What factors would influence the contract length you have proposed? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 12 – CONTRACT MODEL** |
| 1. What contract model would you propose for this type of work and why? (i.e. direct with a smaller provider for the package? Under a large prime?) What benefit does this provide? 2. How would you manage the contract across multiple locations? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 13 – OPERATING ENVIRONMENT** |
| Please provide details of what you would consider to be the optimum model for training delivery. |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 14 – PRICING INCENTIVISATION** |
| How would you propose the effectiveness of training delivery be measured and Suppliers incentivised? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 15 – FORECASTING** |
| a. In addition to annual forecasted figures, over what period would it be beneficial to provide Min, Mostly Likely and Max throughput per week for courses to enable you to plan resources?  b. How would you propose to manage changes in the requirement imposed by the needs of defence? (e.g. increase or decrease in the numbers of students and/or legislative changes?)  c. How would you envisage engaging and working with others to meet the requirement? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 16 – REQUIREMENT** |
| Having reviewed draft KURs at Annex [B](#B).  Which elements would you be able to deliver yourself or sub-contract? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 17 – BETTERMENT AND CONTINUOUS IMPROVEMENT** |
| 1. How would you change the way driver training is delivered to meet future challenges such as reducing emissions aiding Defence to meet its environmental targets? 2. What opportunities are there to reduce the time in training? 3. What arrangements would Defence need to put in place to maximise the opportunities. |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 18 – BENEFITS** |
| Financial benefits accrue from improved efficiency and effectiveness of training outputs.  Are there any novel commercial arrangements you would or would not recommend Defence to consider for this requirement? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 19 – RISK** |
| a. What would you consider to be your Top 3 Risks in delivering this requirement and the optimum way of mitigating these risks?  b. Can you advise what your anticipated Contracted Limit of Liability (LoCL) would be for each of the risks identified above (in £GBP)? |
| **RESPONSE** |
|  |

|  |
| --- |
| **QUESTION 20 - TRANSITION** |
| What would you consider to be the optimum transition period from Contract Award to Contract Commencement? |
| **RESPONSE** |
|  |
| **QUESTION 21 - DTP BI-LATERAL SESSIONS.** |
| Would you be interested in attending potential DTP Bi-lateral discussions following the EME day?  The DTP Bi-lateral sessions will be conducted virtually. |
| **RESPONSE** |
| Yes/No |

|  |
| --- |
| **QUESTION 22 – ANY OTHER OBSERVATIONS?** |
| Please add any other observations below. |
| **RESPONSE** |
|  |

Thank you for your participation in this exercise.

Once completed please save as a PDF file and return to [ArmyComrcl-LWC-Mailbox@mod.gov.uk](mailto:ArmyComrcl-LWC-Mailbox@mod.gov.uk)

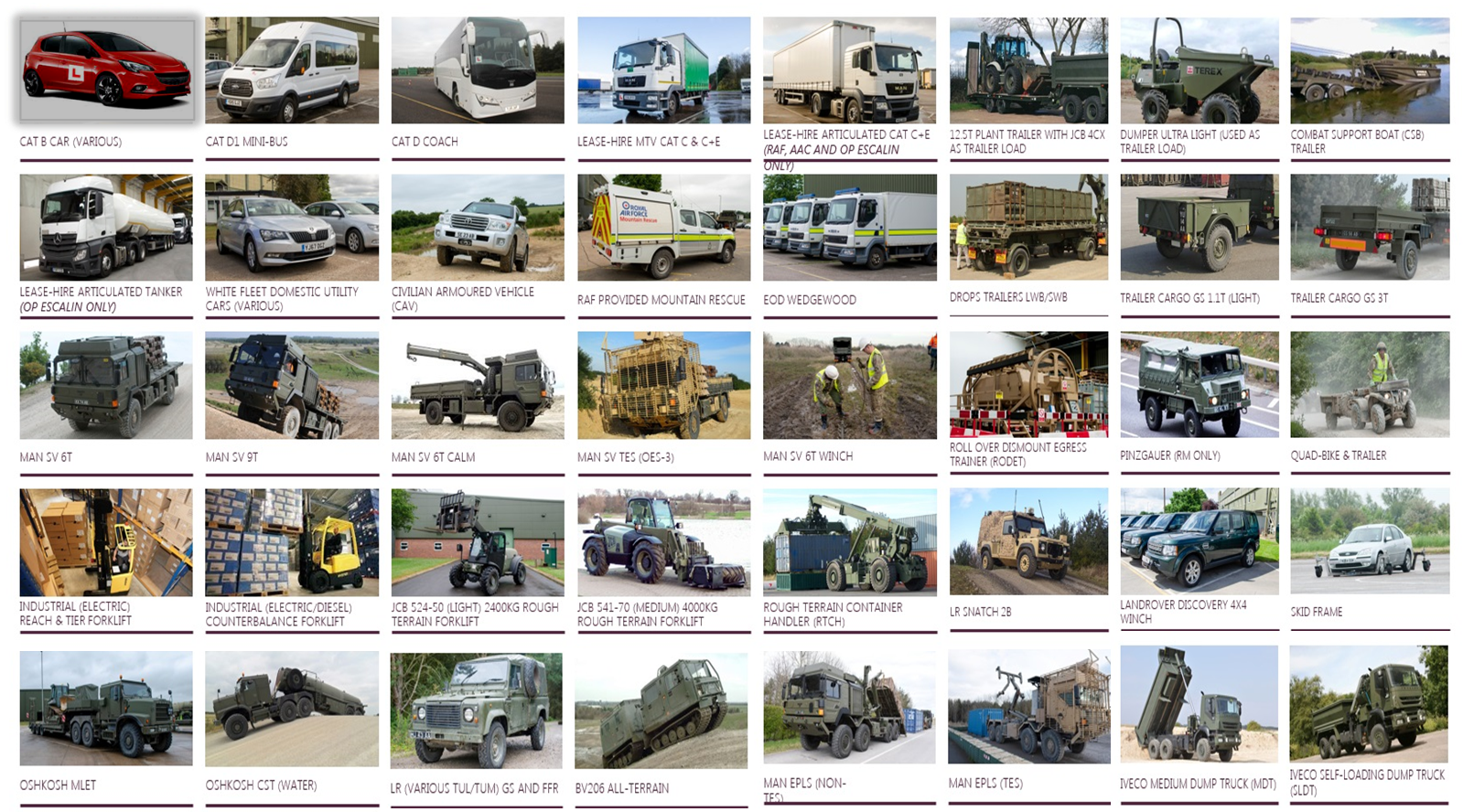
**Completed questionnaires should be returned by no later than 1200 hrs on 21 July 2022.**

**Feedback**

Feedback from this questionnaire will be used to inform our thinking and shape the strategy we employ as the Project matures.

Annex A to

DTP RFIs

**MILITARY VEHICLES (Subject to change)**

Annex B to

DTP RFIs

**DRAFT KURS – DRIVER TRAINING PROGRAMME – INDICATIVE ONLY - SUBJECT TO CONTRACT**

| **Unique Identifier** | **Hierarchical No** | **Requirement** | **Measurement of Effectiveness** | | **Justification** *(Legislation, higher level policy or tasking document from which the UR is derived)* | **Validation Criteria** *(Define control measures/ KPIs that allow effective delivery of the UR to be monitored)* |
| --- | --- | --- | --- | --- | --- | --- |
|
|
| **Threshold** *(Worst-case THRESHOLD below which there will be insufficient benefit to justify the UR)* | **Objective** *(Best-case OBJECTIVE beyond which there will be insufficient additional benefit to justify the UR)* |
|
| (a) | (b) | (c) | (d) | (e) | (f) | (g) |
| K-1 | 1 | The User requires the design and delivery of a managed and maintained capability to deliver Category B, C, C+E, D, D1 and D1+E licences to candidates in the volumes and timelines laid out in the annual Statement of Training Requirement (SoTR) and subsequent Statements of Training Task (SoTT) at locations within the UK to commence on 01 April 2025. | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Task. * The estimated overall annual number of candidates is estimated at:   **5951** Category B  **4375** Category C  **3666** Category C+E  **120**Category D  **120** Category D1  **5** Category D1+E | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Task. * The estimated overall annual number of candidates is estimated at:     **10,009** Category B  **8972** Category C  **7591** Category C+E  **409** Category D  **979** Category D1  **58** Category D1+E | * + - Deliver driving tuition in accordance with legislation applicable at the time of delivery.     - Conform to the Driving & Vehicle Standards Agency (DVSA) Driver Training Code of Practice. <https://www.gov.uk/government/publications/driving-instructor-code-of-practice>     - SoTT/SoTR | * + - No failure to provide a Service to the level set in the SPs Business Plan against estimated volume throughput.     - To meet the thresholds as detailed in the Key Performance Indicators which will be further refined in OBC.     - Other Key Metrics to include:   - First Time Pass Rates.  - Overall Pass Rates.   * Fleet availability |
| K-2 | 2 | The User requires the design and delivery of a managed and maintained capability to deliver Wheeled Driver Training in the volumes and timelines laid out in the annual Statement of Training Requirement (SoTR) and subsequent Statements of Training Task (SoTT) at locations within the UK to commence on 01 April 2025. | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Task. * The estimated overall annual number of candidates and types of platforms are estimated at:   12.5T JCB - **TBC**  Dumper Ultra-Light - **40**  Articulate Tanker **- 598**  Civ Armoured Vehicle - **197**  EOD Wedgewood - **95**  DROPS Trailers - **990**  MAN SV 6T - **3798**  MAN SV 9T - **0**  MAN SV CALM- **88**  MAN SV TES - **88**  PINZGAUER - **423**  QUAD BIKE &Trailer - **176**  OSHKOSH MLET - **32**  OSHKOSH CST (Water) - **44**  Land Rover Various - **2182**  BV 206 - **219**  MAN EPLS (non TES) - **749**  MAN EPLS (TES) - **60**  Medium Dump Truck - **40**  Iveco Self Loading Truck - **40** | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Requirement. * The estimated overall annual number of candidates and types of platforms are estimated at:   12.5T JCB - **TBC**  Dumper Ultra-Light - **54**  Articulate Tanker -**598**  Civ Armoured Vehicle - **197**  EOD Wedgewood -**95**  DROPS Trailers -**1279**  MAN SV 6T - **3798**  MAN SV 9T- 0  MAN SV CALM - **162**  MAN SV TES - **139**  PINZGAUER - **423**  QUAD BIKE &Trailer - **647**  OSHKOSH MLET - **48**  OSHKOSH CST (Water) - **87**  Land Rover Various - **2182**  BV 206 - **229**  MAN EPLS (non TES) - 1501  MAN EPLS (TES) - **89**  Medium Dump Truck - **54**  Iveco Self Loading Truck - **54** | * Content and standards agreed with the Training Requirement Authorities (TRAs). * JSP 822: Defence Direction and Guidance for Training and Education * Endorsed Formal Training Statement(s) (FTS) * Training Quality Manual (TQM) * SoTT/SoTR | * + - No failure to provide a Service to the level set in the SPs Business Plan against estimated volume throughput.     - To meet the thresholds as detailed in the Key Performance Indicators which will be further refined in OBC.     - Other Key Metrics to include:   - First Time Pass Rates.  - Overall Pass Rates.   * Fleet Availability |
| K-3 | 3 | The User requires the design and delivery of a managed and maintained capability that delivers  MHE Training in the volumes and timelines laid out in the annual Statement of Training Requirement (SoTR) and subsequent Statements of Training Task (SoTT) at locations within the UK to commence on 01 April 2025. | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Task. * The estimated overall annual number of candidates and platform Type are estimated at:   JCB 524 - **150**  JCB 541 **- 62**  Rough Terrain Container Handler (RTCH) - **28**  Industrial Forklift (Electric) **- 36**  Industrial Forklift (Electric/Diesel) **- 36**  Large Forks Assembly (LFA) 18T (**15** students pa)  H44 & H32 Container Handler (**18** x students pa)  Tugmaster TERGBERG RT 223 (**15** x students pa)  Hyster 2.5T (**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course so requirement is in addition to SoTR for any Industrial MHE)  JCB 436 (**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course)  JCB 541 (**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course so requirement is in addition to SoTR for JCB 541) | * + The quantity and volume (expressed as the number of individuals to be trained) defined annually in the agreed Statement of Training Task. * The estimated overall annual number of candidates and platform Type are estimated at:   JCB 524- **438**  JCB 541-**114**  Rough Terrain Container Handler (RTCH) - **52**  Industrial Forklift (Electric) -**105**  Industrial Forklift (Electric/Diesel) **105**  Large Forks Assembly (LFA) 18T- **TBC**  H44 and H32 Container Handler- **TBC**  Hyster 2.5T- **TBC**  Large Forks Assembly (LFA) 18T (**15** students pa)  H44 & H32 Container Handler (**18** x students pa)  Tugmaster TERGBERG RT 223 (**15** x students pa)  Hyster 2.5T (**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course so requirement is in addition to SoTR for any industrial MHE)  JCB 436 (**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course)  JCB 541 ((**36** x student pa. Note this is a module within Port Operator Class 3 cse and not a standalone course so requirement is in addition to SoTR for JCB 541)) | * Content and standards agreed with the Training Requirement Authorities (TRAs). * SoTT/SoTR | * + - No failure to provide a Service to the level set in the SPs Business Plan against estimated volume throughput.     - To meet the thresholds as detailed in the Key Performance Indicators which will be further refined in OBC.     - Other Key Metrics to include:   - First Time Pass Rates.  - Overall Pass Rates.  - Fleet Availability. |
| K-4 | 4 | The User requires the design and delivery of a capability that must provide assured and compliant delivery of Training that evolves with changes in legislation and Training Standards and requirements. | Sustaining a capability that is:   * 100% compliant with DVSA standards. * 100% Compliant with Defence Policy * 80% compliant with DSAT | Sustaining a capability that is:   * 100% compliant with DVSA standards. * 100% Compliant with Defence Policy. * 100% compliant with DSAT | * [DTP Mandate](https://modgovuk.sharepoint.com/teams/300224/04DTRProjectDocuments/20210720-Driver_Training_Project_Mandate_FINAL_V1.4-O.doc?web=1)   + - [JSP 822: DSAT](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Pages/JSP822.aspx).     - Conform to the Driving & Vehicle Standards Agency (DVSA) Driver Training Code of Practice. <https://www.gov.uk/government/publications/driving-instructor-code-of-practice>     - [Field Army Training Directive (FATD).](https://akx.sps.ahe.r.mil.uk/sites/vault/CLF/21-07-310a%20Fd%20Army%20Trg%20Directive%202021%20(Web).pdf)     - DVSA and related standards. | * + - * Trg Dev shall conform to: * Internal Validation in accordance with [JSP 822](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Pages/JSP822.aspx) and [HQ DCLPA SI](https://modgovuk.sharepoint.com/sites/army-dclpa-trg-assurance/SitePages/SI.aspx). * External Validation in accordance with [JSP 822](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Pages/JSP822.aspx). * Self-Assessment & 1st Party Audit in accordance with JSP [822](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Pages/JSP822.aspx), [HQ DCLPA SI](https://modgovuk.sharepoint.com/sites/army-dclpa-trg-assurance/SitePages/SI.aspx)  2nd Party Audit by Army Inspectorate. * Review by relevant Customer Executive Board. * Quarterly Review against LWC Command Annual Plan. * Management checks and reports. * 3rd Party Audit/Inspection. * Trg Ops shall meet TRA requirements for trained personnel. |
| K-5 | 5 | The User requires the design and delivery of a capability to adjust training capacity to meet annual and short notice in-year fluctuations in SoTR / SoTT volumes. | Provider must be able to:  Provide 10% Annual surge capacity on the SoTT. | Provider must be able to:  Provide 25% Annual surge capacity on the SoTT. | * + - SoTT | * + - To meet the thresholds as detailed in the Key Performance Indicators which will be further refined in OBC. |
| K-6 | 6 | The user requires the design and delivery of a capability to provide a Training Support and Administration Service to students. | Provision and management of 100% of:   * Non-Vehicular Trg Equipment. * Personnel administration. * Discipline. * Welfare and pastoral care. * Real Life support (incl Accommodation/Feeding). * Security.   + Safety, Health, Environment and Fire (SHEF) | | * JSP 822 * Health and Safety * Data Protection. * Compliance with Policy. * Unit Standing Orders | * Finance, Asset Management. * MOD Equipment management |