**REQUIREMENT FOR**

**The Provision of Personal Safety Training and First Aid in Lagos, Nigeria**

**Background**

To assist Immigration Enforcement International (IEI) with the training of 12 officers from the Independent Corrupt Practioners Committee (ICPC) in Lagos Nigeria. These officers have been selected to form a dedicated vetted unit to combat organised immigration crime in Lagos, Nigeria. Personal Safety trainers are needed to train these officers as they conduct arrests on behalf of IEI Lagos. This will ensure the safety of the officers and the offenders. The arrests will be made in accordance with Nigerian law and the Human Rights Act.

This training has previously been delivered in November 2018 to a similar unit in Ghana over 7 days. 9 Ghana Immigration Service officers were trained in the following:

* PST- ground pin, pressure points, unarmed strikes, breakaway techniques etc
* Handcuffing techniques- front/rear stack, back to back etc
* Unarmed takedowns- thumb/wrist/straight arm bar etc
* Baton Skills
* Search of person and vehicle
* Detainee handling skills- moving in/out of vehicles, stairs and transportation of subjects
* First Aid- DRsABC, basic life support, wound dressing etc

This was delivered at a ratio of by 3 x PST Level 3 trainers to 9 students

To minimise the impact on current IEI operations by taking additional trainers out of the business to train these officers and working overseas. It has been decided to seek external support in delivering this training.

**Requirements**

The outside provider will:

Provide PST Level 3 trainers to support the delivery of 12 ICPC officers in one PST course over 7 days to the College of Policing Standard and Home Office/OSU Assurance standard.

Provide 3 x (L3 trainers) per course supported/led by 1 IEI officer who is stationed in Lagos.

PST trainers will provide both verbal and written feedback and assist in completion of student training records.

Trainers to provide Emergency Life Support first aid training

The successful bidder will source the following PST equipment to be delivered (via diplomatic bag) to IEI Lagos:

* 12 x Batons – TCH 26inch gravity fiction lock extendable baton
* 12 x Handcuffs – TCH Superior hinged model 830
* 12 x Large Handcuff keys TCH Swivel Model
* 15 x Reusable plastic restraints
* 12 x Limb Restraints
* 12 x basic patrol gloves
* 2 x First Aid kits for vehicle
* 2 x first aid refill pack
* Additional first aid kit in such as trauma wound dressings, haemostatic gauze dressings, tourniquets
* 12 x carriage Belts
* 12 x baton pouch
* 12 x handcuff pouch
* 12 x personal protective kit – gloves wipes etc
* 12 x floor matts
* 12 x strike pads
* 12 x training foam batons
* 3 x plastic batons for scenarios
* 6 x training mitts
* 1 x training suit including spare headgear and protective mitts
* Training weapons for scenarios
* 12 x forearm guards
* 3 x First Aid manikins – with maintenance kits
* First aid training materials

All the above kit items must be delivered by Friday 2nd August at the latest to:

Lagos-Official

Goods-In

Hanslope Park

Milton Keynes

MK19 7BH

All the above kit items will be purchased by the Home Office from the successful bidder and then the personal items will be retained by ICPC officers on completion of the course. The training equipment will remain in Lagos to be used for future training events.

Immigration Enforcement International will provide:

Training venue will be provided by IEI Lagos and is anticipated to be in a secure Foreign and Commonwealth building.

Accommodation will be provided by IEI in the form of a property in a secure FCO compound or FCO approved marker hotel close to the training venue.

Official FCO transport will be provided for the trainer’s movements in the form of an FCO approved vehicle. This will include collection and drop off at the airport along with daily trips to the training venue.

Provide daily subsistence allowances at the approved FCO rate which will be given to each trainer on arrival which will need to be signed and accounted for. *(FYI - The current approved daily rate is 21500 NRA = £46.75 on current exchange rate.)*

The training course is expected to take place in September 2019. The specific dates will be confirmed shortly after award of contract.

**Please confirm the following in your response compliance with the following mandatory standards:**

PST trainers must be accredited and trained to current Police Sector standards and authorised/in date as per College of Policing standards.

Trainers must be qualified/in date ELS First Aid trainers.

Trainers must hold a recognised training qualification to a minimum of QCF standards Level 3.

Trainers must have recent experience within the previous 12 months of delivering PST training in a law enforcement setting.

The successful bidder must be flexible regarding times/dates and willing to be in Nigeria for the duration of the training course

Trainers must hold a valid passport with 6 months validity remaining.

The successful bidder must obtain the trainers Nigerian work visas from the Nigerian Embassy in the UK prior to travel at its expense.

**Information for bidders:**

Any questions, queries or clarifications regarding this tender should be submitted to [Paul.Tooke@homeoffice.gov.uk](mailto:Paul.Tooke@homeoffice.gov.uk) by 12 noon on Friday 31st May 2019 at the latest.

All written submissions should be submitted to [Paul.Tooke@homeoffice.gov.uk](mailto:Paul.Tooke@homeoffice.gov.uk) by 12 noon on Wednesday 5th June 2019 at the latest.

All potential bidders must confirm in writing within their submitted bids that the personnel that they will provide to service this requirement must meet all the above mandatory standards & requirements. Any non-compliant bids will **not** be accepted.

All bids that meet the above mandatory standards will be considered for financial evaluation. All bids will be evaluated as follows:

* The cost of providing 1 x compliant PST trainer in the Nigerian location from a Saturday to a Saturday, ie 7 days & 7 nights including all transportation costs to from Lagos airport from wherever in the world the trainer is based.
* All the items listed in the 23 x above bullet points (including all delivery costs to the Milton Keynes address) on page 2 above.

Please list both the above costs separately in your submission.

Please note any agreement signed with your Company will be subject to the Standard Home Office Terms and Conditions for Goods, and the GLS short form services contract (attached for reference).