

NHS Leadership Academy
No. 3 The Embankment,
Sovereign Street,
Leeds, LS1 4BJ


Everything Is Connected Ltd


FAO: 

12/10/22

Contract Award Notice – Specification Reference NHSLA.NAT.377

Thank you for your application for the provision of GMTS Experiential Learning (September 2022 Intake) Cohort Lead West.

1. We are pleased to confirm that your application has been successful, and you have been awarded a contract for: GMTS Experiential Learning (September 2022 Intake) Cohort Lead West.
2. The award criteria for this contract were detailed in the Specification document shared via email on 05/09/22. The technical / quality element made up of 80 of the total score, with the price element 20 of the total score. The overall score you obtained against the award criteria for your written bid was 89.0 out of a maximum of 100.
3. The contract is awarded based on the costings and day rates submitted in your response, up to a total day rate price of  (excluding VAT), covering 43.5 days at multiple rates per day. Please see **Appendix A Contract Detail** for a full breakdown. Travel and accommodation expenses are not payable separately under this specification.
4. The contract period for this specification is 01/10/22 to 31/08/24.
5. The contract will come into existence once the Academy receives your email confirming acceptance and availability to proceed with the work detailed within specification «SpecNo» and your associated bidder response. Please forward this to Faculty@leadershipacademy.nhs.uk by return.
6. Once in receipt of your confirmed acceptance, the Academy will allocate this work to your Faculty Framework Contract and associated terms (NHS/SoEPS/18.412) and connect you with the commissioning team to enable the work to progress.

A purchase order, to inform your usual invoicing process, will be requested by the commissioning team and notified to you. Once in place, the PO confirms the conclusion of the contractual process.

Thank you for your interest in the Academy and we look forward to working with you on this contract.

Yours sincerely,

Faculty Resource Team, NHS Leadership Academy
Leadership and Lifelong Learning

AGREEMENT

Signed for and on behalf of **NHS England**:

Signed for and on behalf of Everything Is Connected Ltd:

APPENDIX A: CONTRACT DETAIL

Everything Is Connected Ltd

NHSLA.NAT.377

Contract Terms: Faculty Framework NHS/SoEPS/18.412

Contract Date: 01/10/22 to 31/08/24

1. Summary Programme Information

Cohort Lead x 1 individual faculty member

The Cohort Lead's responsibilities will include (but is not limited to):

- Have oversight of, and provide direction to, all groups under their remit within the cohort
- Be responsible alongside the Programme Director for quality assurance and practice supervision of cohorts within their remit in relation to programme delivery
- Engage and support the wider co-facilitation team in their practice and delivery
- Attend and deliver all modules with the successful co-faculty
- Liaise with the Programme Director and the wider GMTS Team on a regular basis, including but not limited to monthly meetings to feedback and update all stakeholders (mutually agreed)
- Provide reports and feed back to the Programme Director, as required
- Set up modules and run modules through MS Teams
- Suggest, find and help to book guest speakers from clinical and non-clinical backgrounds for planned sessions. Speakers must be suggested and sourced by faculty at no cost to the NHS Leadership Academy. In the exceptional circumstance that a guest speaker requires payment to deliver, this must be approved by the GMTS Senior Leadership Team. Where speakers are unable to be booked, it will be cohort lead responsibility to deliver the session.
- Provide advice and guidance on any participant facing documents
- Work with the National Leadership Academy (NLA) in all aspects of programme delivery
- Appoint co-facilitators to co-host Modules 1 and 5 – please note, only one co-facilitator should be appointed to this role to work with the cohort lead.
- Capture participant feedback at the end of each module, and work with the Programme Director and the GMTS team to evaluate this feedback and make necessary changes

The Cohort Lead will be supported by a wider faculty team of Co-Facilitators

2. Contract Pricing Detail

Full costing details submitted and accepted under this specification and award are as follows:

Item / Activity	Days	Day Rate	Total Price
SUB-TOTAL (DAY RATES)			
Expenses (Estimated – add detail if applicable)	N/A	N/A	N/A
SUB-TOTAL (EXPENSES)			
TOTAL			£53850.00

Additional Notes:

- 1. All prices above exclude VAT at the prevailing rate, where applicable*
- 2. Expenses are not payable under this specification*