

DVLA requires expressions of interest for the provision of Nursery and Daycare Services at DVLA Swansea. The nursery facility has a maximum capacity for 121 children and holds a BREEME 'excellent' status. Estimated income is between 600.000 to 800.000 GBP per annum with potential for growth. The service provider will operate the contract on behalf of DVLA, and will be accountable to DVLA for the operation of the service within the terms of the operational requirement. The contract will be let for 3 years with the option to extend for a further two separate 1 year periods (3+1+1), making this contract potentially a 5 year contract.

DVLA wishes to appoint a service provider to provide a high-quality nursery service for pre-school children to operate 52 weeks a year (excluding Bank Holidays), a school drop off and collection service within a minimum five-mile radius of DVLA, Morriston, Swansea, SA6 7JL, and a play scheme service for 3 - 11-year-olds (non-term time). The nursery will be primarily for the use of staff employed at DVLA and the service provider can use the remaining childcare spaces available for non-DVLA parents. The service provider will be responsible for ensuring that the nursery complies, at all times, with the following:

- National Minimum standards for providers of full day care issued by the Welsh Assembly Government under section 79C of the Children Act 1989
- Children and Families (Wales) Measure 2010
- Health and Safety at Work Act 1974 (as amended)
- Health Services and Public Health Act 1968 and other relevant statutes or regulations including any laid down by the Local Authority (City and County of Swansea).
- Care Inspectorate Wales: Regulations and National Minimum Standards: Childcare and play services

The successful supplier will have gained Care Inspectorate Wales (CIW) Registration prior to the commencement of the service and should also be registered to provide 'The childcare offer for Wales' and Tax-Free Childcare scheme. DVLA would also advise that Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) may be applicable.

The purpose of this Prior Information Notice (PIN) is to forewarn interested service providers of this requirement and highlight that DVLA plan to hold a Supplier Day for the purpose of premarket engagement and to enable DVLA to describe and develop the proposed requirements. The Supplier Days have been scheduled for week commencing **15th & 22nd May** and will be held via Microsoft Teams (invite will be sent to all interested service providers), these sessions will be on a 1-2-1 basis. Interested service providers must express their interest via e-mail to Jonathan.young@dvla.gov.uk by **12th May** (no later than 1pm) quoting reference PS-23-14 - Provision of Nursery and Daycare Services at DVLA Swansea within the subject field. If you are interested and unable to attend the above dates, we can look to schedule alternative dates.

If you do not want to attend a Supplier Day, however you would like to be invited to the tendering exercise, interested service providers should inform us no later than 1pm on 2nd June 2023.

Providers should indicate if they fall within a small (less than 50 employees) or medium (50 to 249 employees) enterprise category. DVLA encourages open, fair and transparent procurement and omission from any part of the Department's Supplier Day shall not be taken into account in any future procurement exercise. It should be noted that responding to this notice does not place any service provider in an advantageous position. Following the Supplier Day DVLA anticipates commencing the procurement with the publication of a Find a Tender Service (FTS) and Contract Finders contract notice in June 2023.

If you have any questions relating this requirement, please contact Jonathan.young@dvla.gov.uk.