

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

Dunne Consulting Ltd
[REDACTED]

FAO: [REDACTED]

13 May 2022

Contract Award Notice – Specification Reference NHSLA.NAT.363

Thank you for your quotation, received 7 May 2022, for the provision of *Inclusive Mentoring Product – Content Redesign (Stage 1)*.

1. We are pleased to confirm that your quotation has been accepted, and you have been awarded a contract for: Inclusive Mentoring Product – Content Redesign (Stage 1).
2. The award criteria for this contract were detailed in the Specification document shared on 6 May 2022. Formal scoring of your quotation is not required, due to this being undertaken through the direct award process.
3. The contract is awarded based on the costings and day rates submitted in your response, up to a total price of £24,750 (excluding VAT), covering [REDACTED]. 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 1 June 2022 to 31 July 2022.
5. The contract will come into existence once the Academy receives your agreement and signed contract award notice, confirming the work detailed within specification NHSLA.NAT.363 and your associated quotation. Please contact Faculty@leadershipacademy.nhs.uk if you have any queries relating to this.
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 Trust Development Authority**, as part of NHS England and NHS Improvement:

Signed for and on behalf of **Dunne Consulting Ltd.**

By signing, you are indicating your agreement of the detail laid out within the Contract Award Notice and Appendix A (Contract Detail); and confirming your availability to proceed with the work awarded under specification NHSLA.NAT.363 "Inclusive Mentoring Product – Content Redesign (Stage 1)":

APPENDIX A: CONTRACT DETAIL

Dunne Consulting Ltd

NHSLA.NAT.363

Contract Terms: Faculty Framework NHS/SoEPS/18.412

Contract Date: 1 June 2022 to 31 July 2022

1. Summary Programme Information

To undertake a rapid re-design of the Reciprocal Mentoring for Inclusion (RMFIP) raw programme content, utilising existing IP and design to date, to refresh all content, in advance of the second stage, digitisation of the programme. Specifically, this contract covers the following activity:

ITEM	IN-SCOPE	OUT OF SCOPE
1. Rapid Redesign (Stage 1)	██████████	██████████
2. Content Creation	██████████	██████████
3. Programme Roadmap	██████████	-

As part of this delivery, the appointed faculty member will:

- Undertake co-design, collaborating with an internal design group, leading on design meetings, keeping clear records and blueprints as work progresses, and provide weekly progress reports to the programme manager
- Develop the programme into a high-quality product based on latest research and innovation that can then be digitised by e-learning expert/s, ensuring programme structure and materials align

2. Contract Pricing Detail

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



Additional Notes on Price:

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