

SCS1546.98

Further Competition for Coventry & Warwickshire NHS Apprenticeships Hub

South Warwickshire NHS Foundation Trust
George Eliot Hospital NHS Trust
Coventry & Warwickshire Partnership NHS Trust
University Hospitals Coventry & Warwickshire

ST0384 Team Leader / Supervisor Level 3
ST0385 Operations / Department Manager Level 5
ST0272 Chartered Manager Degree
ST0480 Senior Leaders' Masters Degree

Under Dynamic Purchasing System C1546



Commercial Environment

Salisbury NHS FT's Commercial Services team are responsible for a number of the Trust's outward facing businesses, and provide procurement and commercial expertise to both the Trust and a number of collaborative organisations across the NHS. One of the original Carter Programme trusts, SFT are also national demonstrator site for Scan4Safety / GS1 implementation, and have experience in commercialising areas of the Trust's services to a wider market, as well as bringing innovations to market for the benefit of the NHS.

Salisbury NHS Foundation Trust are therefore a Contracting Authority within the meaning of the Public Contract Regulations 2015, and are able to make this DPS available to other public organisations listed in the relevant section of this document. Salisbury Managed Procurement Services is a trading name of Salisbury NHS Foundation Trust for the delivery of this DPS and associated services.

This Requirement

Under Salisbury's existing Dynamic Purchasing System for Apprenticeship Training Provision, Salisbury are acting for member organisations of the Coventry & Warwickshire NHS Apprenticeship Hub, in conducting a further competition for the requirements listed below :

Note – Each Apprenticeship is a separate lot on the Bravo ITT. You need not be able to deliver all courses to be considered.

Further Competition Requirement Details		
Course Title	Team Leader/ Supervisor Level 3 Operations/Department Manager Level 5 Chartered Managers Degree Apprenticeship Level 6 Senior Leader Master's Degree Apprenticeship Level 7	
Standard Number	Team Leader Supervisor Level 3- ST0384 Operations/Department Manager Level 5- ST0385 Chartered Managers Degree Apprenticeship Level 6 ST0272 Senior Leader Master's Degree Apprenticeship Level 7 ST0480	
Accrediting Body	To be confirmed by the training provider in pre questionnaire.	
Required Start Date	Cohort 1 to commence by end October 2018	
Required Location(s) (Towns not site names)	Coventry, Nuneaton, Warwick, Leamington Spa, Stratford-upon-Avon, Rugby.	
Number of Students	Standard	Numbers
	Team Leader/ Supervisor Level 3	70
	Operations/Departmental Manager Level 5	20
	Chartered Managers Degree Apprenticeship Level 6	70
	Senior Leader Master's Degree Apprenticeship Level 7	15
Standards / Framework Link	<ul style="list-style-type: none"> • https://www.instituteforapprenticeships.org/apprenticeship-standards/team-leader-supervisor/ • https://www.instituteforapprenticeships.org/apprenticeship-standards/operations-departmental-manager/ 	

	<ul style="list-style-type: none"> • https://www.instituteforapprenticeships.org/apprenticeship-standards/chartered-manager-degree/ • https://www.instituteforapprenticeships.org/apprenticeship-standards/senior-leader-masters-degree-apprenticeship-degree/
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Requirement Description

Answers to the following questions will be covered in the Quality & Delivery spreadsheet (rather than answering separately), however as guidance you will be unlikely to be selected if you are answering "no" to the following points :

- Can you deliver training at our locations
- Can you deliver to multiple cohorts of between 10-15 learners
- Can you deliver at more than one of our locations at the same time
- Can you adapt the programme content to be bespoke to NHS management processes and policies
- Can you provide a dedicated tutor for each cohort
- What is the minimum qualification that the tutors delivered on this programme hold
- Please provide a breakdown of the optional modules that you are able to offer
- Can learners from within the same cohort select different optional modules relevant to their specific role
- Will you provide all necessary handouts, reading material and stationery required by learners for the programme
- What accreditation and/ or qualifications are included within the programme
- Are there any additional costs payable by the employer or the learner- please include a breakdown of all exam fees, registration fees or other costs.
- Who is the EPAO recommended

Please note if you are successful, we will be holding Bidder Clarification meetings for this bid on 25th September 2018 & 26th September 2018. IF you cannot attend either one of the dates please do not bid on this procurement

Timetable

Opportunity Live on Bravo / Contracts Finder	Monday 20 th August 2018
Last day for Bidder Clarification questions	Monday 3 rd September 2018
Event closes for Bidder Responses	Tuesday 11th September 2018 at 12:00
Bidder Clarification Meetings	Tuesday 25 th / Wednesday 26 th September
Successful Bidder(s) advised	Friday 27 th September 2018

Bidder Information

Please note the following conditions apply to this Competition :

1. Contracting Authority – The Contracting Authority will be the organisation(s) listed in the Requirements summary above, depending on the employing Trust for the Learner.
2. Responses and Questions – All responses, bids and questions must ONLY be submitted via the Bravo Procurement Portal operated by Salisbury NHSFT.
3. Terms & Conditions – The successful bidder(s) will be awarded contracts under standard NHS Terms & Conditions (copy available on Bravo). Bidders' own terms or conditions will not be accepted by the Contracting Authority.
4. Award of Business – All offers on this Procurement are made in good faith and reasonable expectation, however the Contracting Authority retains the right to change indicated student numbers. The Contracting Authority retains the right to make a reduced, or no, award following the outcome of the Competition.
5. Payment for Apprenticeship Training is from the Apprenticeship Digital Account to the Provider. Salisbury NHSFT shall not be liable for any financial sums or values under any circumstances, and the Contracting Authority shall only be liable for additional student fees if agreed and included in the Commercial Schedule of the final contract.
6. Eligibility – Only Suppliers registered and approved on Salisbury NHSFT's Dynamic Purchasing System (OJEU Reference 2017/S 045-083446) shall be eligible to compete in this Competition. Suppliers may apply to join that DPS during this competition, but no time extensions shall be granted to do so.
7. Supplier Fee – There is no fee to join, or participate in further Competitions under the DPS. By submitting a bid, suppliers agree to pay Salisbury NHSFT the sum of 1% (one percent) of the value of all business they are awarded following a Competition, excluding VAT. Please note this fee CANNOT be included in training course costs, and CANNOT be deducted from the training value paid from the student Digital Account. The full value of training given in the supplier's bid MUST be the value they deliver to the student. Supplier fees will be invoiced quarterly by Salisbury NHSFT following information provided by the Contracting Authority.
8. All bid responses and required information must be provided by the Close Date indicated on the Bravo portal.

DPS Scope

The Contracting Authority expressly reserved the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it saw fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

The awarding of a place on the Dynamic Purchasing System does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this DPS will form a separate contract under the scope of this Framework between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the DPS shall only use electronic portals during the life of the agreement.

Any values that have been provided are only an estimate. We cannot guarantee to suppliers any business through this framework agreement.

The DPS has been established by Salisbury NHS Foundation Trust, for use by the following bodies (and any future successors to these organisations) and up to 10 other public bodies:

All **NHS Bodies** in the United Kingdom including Acute Trusts, Ambulance Trusts, Care Trusts, NHS Hospital Trusts, Foundation Trusts, Strategic Health Authorities, Mental Health Trusts, Special Health Authorities, Community Health Councils, Local Health Boards, Clinical Commissioning Groups (CCG), NHS Trusts including as listed and maintained on the following URLs:

<http://www.dh.gov.uk/health/category/arms-length-bodies>

<http://www.nhs.uk/servicedirectories/Pages/PrimaryCareTrustListing.aspx>

<http://www.general-practitioners-uk.co.uk>

<http://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

All **Health Service Executive** listed hospitals in the Republic of Ireland as detailed on

<http://www.hse.ie/eng/services/list/3/acutehospitals/hospitals/>

Any **public body** who meet the criteria for lending described by the Public Works Loan Board at

<http://www.dmo.gov.uk/documentview.aspx?docname=pwlbccircular158.pdf&page=>

Any **education body** wholly funded by central government or local authority, including Academies

Any **charity** registered with the Charity Commission who's funding arrangements require them to follow Public Contract Regulations

Any **United Kingdom central government body** directly funded by HM Treasury, or arms length bodies or agencies funded by sponsoring Departments of central government

Awards of further business can only be made following a mini-competition managed through the DPS. Terms and Conditions of that contract will be agreed locally with an awarding authority operating within the DPS via mini competition.

This DPS is valid for four years, ending 12:00 on 01 March 2021. Employers may enter into contracts which extend beyond the lifetime of the DPS.

Terms & Conditions

The individual Employer organisations will be responsible for issuing their standard Terms & Conditions as part of the mini competition documentation.

Access Charges

There is no charge for Providers to register for inclusion on the DPS, to access information, or to bid for business via the DPS.

Each Provider, on a successful award of a contract, will be invoiced a DPS delivery charge by Salisbury Commercial Services. This will be based on a percentage of contract value, and will be clearly advertised with each opportunity.

[For Suppliers – How to Participate](#)

Suppliers can request to join (or withdraw from) a DPS at any time during the advertised lifetime of the DPS.

All DPS activity is carried out electronically, including further competition and messaging.

Salisbury NHSFT uses the Bravo NHS Portal for all procurement requirements, including DPS.

Suppliers wishing to join this DPS should register on the Portal https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html and locate relevant project reference. Suppliers will then be asked to complete the online PQQ and submit. Salisbury NHSFT will then evaluate the PQQ and advise within 10 working days after an initial period of 30 days (or advise the supplier where this will be extended).

Suppliers successfully placed on the DPS will then be advised of further competitions via the Bravo portal.

It is therefore **essential** that suppliers maintain their contact details within their Bravo profile at all times, as Salisbury Commercial Services will not be responsible for suppliers not receiving competition calls due to incorrect or outdated profile information.

Further Information

For further information, email Simon Dennis at simon.dennis2@salisbury.nhs.uk or visit the Bravo procurement portal (https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html)