**REQUIREMENT FOR BEHAVIOURAL DETECTION TRAINING IN PANAMA – JANUARY 2020 .**

**Background:**

Border Force is a law enforcement command within the Home Office. Border Force secures the border and promotes national prosperity by facilitating the legitimate movement of individuals and goods, whilst preventing those that would cause harm from entering the UK. This is achieved through the immigration and customs checks carried out by our staff at ports and airports. Our officers work at 140 sea and air ports across the UK and overseas.

Border Force International are responsible for delivering the UK’s commitment to support other law enforcement agencies worldwide. Part of this commitment is to help upskill these agencies with a view to stemming the flow of illegal migration, smuggling and international terrorism. Border Force International is seeking to deliver Behavioural Detection (BD) training to these agencies and equip them with sustainable and transferable skills to assist law enforcement officers to profile and target passengers transiting through their home ports/ countries.

**Requirements:**

Border Force International require the delivery BD training to law enforcement agencies in Panama City, Panama at an address in that city to be advised. There is a maximum of 36 delegates to undertake BD Training during the period Monday 20th January 2020 to Friday 28th February 2020. No training can take place on any Saturday and/or Sunday nor can any set up be undertaken on any Saturday and/or Sunday. Each course will be expected to contain *no more* than twelve (12) delegates and each course will require a *minimum* of two (2) certified trainers.

Each certified training programme must contain the following core elements:

* Theoretical classroom-based training delivered in Spanish;
* Simultaneous method of translation to be used during the class room part of the course;
* Deployment within a live environment, embedding and testing the knowledge of behavioural analysis and detection;
* Live assessments of delegate performance;
* Behavioural Detection Operator Level 2 or equivalent certifications issued by the supplier at its expense.

**Please provide the following in your response:**

A fixed price in £ sterling (exclusive of Vat, which should not be broken down) to provide suitably qualified trainers to train up to 36 delegates inclusive of **all** items listed below in the Information for Bidder’s section.

Please show that all trainers will have a minimum of 12 months professional experience of training delivery and mentoring.

The full course content must be submitted as a part of a bid.

**Additionally, please provide the following information:**

The proposed duration of your BD training course & how many delegates up to a maximum of 12 per 2 x suitably qualified trainers, can be trained on each course?

There must be 2 x trainers per course and a maximum of 12 delegates can be trained with 2 x trainers.

The proposed dates & course durations to carry out the BD training in Panama which must be between Monday 20th January & Friday 28th February 2020 inclusive.

Bidders must show in writing they have a proven track history of delivering live BD training within Association for Behavioral Detection Operators (ABDO) standards to operational frontline staff and law enforcement agencies in sensitive and live environments such as borders, airports, seaports and policing.

A copy of the certificate template that will be issued to each candidate that passes the course.

Which hotel in Panama from the attached list you as the bidder are expecting to use?

**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 Wednesday 13th November 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 Friday 15th November 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.

The successful bidder will be required to provide any support manual and relevant handouts for each candidate in Spanish as maybe required for them to successfully pass the course.

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

All trainers must be willing to undergo, if required, any additional specific training course(s) prior to arrival in Panama at the supplier’s expense, as advised by the FCO.

Relevant vaccinations, visa requirements, all travel arrangements worldwide to/from Tocumen airport, hotel accommodation & **all** sustenance in Panama will be the responsibility of the successful bidder & should be included in the fixed quoted price above.

Border Force International at its cost, will arrange transfers for the suitably qualified trainers to/from the airport and between the hotel & training premises. Please base your prices on using your choice of one of the hotels on the attached list of Embassy approved hotels.

Border Force International will liaise with the supplier in respect of training venues and security arrangements.

All material, such as Statement of Requirement, results, delegate information and performance (this is not an exhaustive list) must not be shared or disseminated to anyone outside Border Force without the express permission of Border Force and all information must be held on secured networks.

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