



Crown
Commercial
Service

(REDACTED)
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(REDACTED)
Teesside University
Borough Road
Middlesbrough
TS1 3BA

19th May 2015

Dear (REDACTED),

SO8639 RM5241 - FOR THE PROVISION OF LEVEL 7 ACCREDITATION TO THE COLLEGE OF POLICING'S DIRECT ENTRY (SUPERINTENDENT) PROGRAMME

Further to your recent submission for the aforementioned requirement, I am pleased to inform you that you have been successful. Please note the following conditions.

1. The duration of this contract will be for an initial two year period from Tuesday 19th May 2015 to Friday 15th May 2017 with the authority reserving the right to extend the contract for up to a further 1 year.
2. For avoidance of doubt the fees for the duration of this contract shall not exceed those stated in schedule one below as detailed in your tender response 01/05/2015.
3. The contract is offered under Crown Commercial Services Terms and Conditions for Services.

Yours sincerely

(REDACTED)
(REDACTED)
Direct line: (REDACTED)
E-mail: (REDACTED)



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OFFICIAL: CONTRACTS

**FOR THE PROVISION OF LEVEL 7 ACCREDITATION TO THE
COLLEGE OF POLICING'S DIRECT ENTRY
(SUPERINTENDENT) PROGRAMME.**

For

THE COLLEGE OF POLICING

FROM

TEESSIDE UNIVERSITY

CCS ref: SO8639 & RM5241

**FOR THE PROVISION OF LEVEL 7 ACCREDITATION TO THE COLLEGE OF POLICING'S
DIRECT ENTRY (SUPERINTENDENT) PROGRAMME.**

This Contract is made this 19th May 2015 and contract between:

- (1) The College of Policing, (REDACTED), (REDACTED), (REDACTED). Mobile (REDACTED).
Email (REDACTED)
- (2) (REDACTED), Teesside University, Borough Road, Middlesbrough, TS1 3BA.
- (3) The Contract shall commence for an initial two year period on Tuesday 19th May 2015 and operate to Friday 19th May 2017 with the authority reserving the right to extend the contract for up to a further 1 year.

WHEREAS:

The Authority requires the Contractor to undertake to deliver the services as per your proposal dated 01st May 2015 specified in Annex A (the Service Description), and the Contractor is able and willing to provide these services on the terms and conditions set out below.

Signed on behalf of **Teesside University**

Signature.....(REDACTED).....
Title.....(REDACTED).....
Date.....(REDACTED).....

Signed on behalf of **The College of Policing**

Signature.....(REDACTED).....
Title.....(REDACTED).....
Date.....(REDACTED).....

Terms and Conditions

This contract will operate subject to the Crown Commercial Services terms and conditions for services, as issued as part of the invitation to tender package dated 20th April 2015 (attached), If there is conflict between these terms and conditions and other special terms and conditions in this document, this document and the special terms will take precedence.

(REDACTED)

SCHEDULE ONE

The College of Policing requires Teesside University whose registered office is at Borough Road, Middlesbrough, TS1 3BA (“the Contractor”) to deliver services in accordance with the invitation dated 20th April 2015 (see ‘ANNEX A’), and your tender 01st May 2015 (see ‘ANNEX B”).

All invoices must be sent, quoting a valid purchase order number (PO Number), to:

Finance

College of Policing

(REDACTED)

(REDACTED)

(REDACTED)

(REDACTED).

Within 10 working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your customer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section.

Prices & Charges

For the avoidance of doubt, the total contract sum for this provision is no more than £64,698 GBP (sixty four thousand, six hundred and ninety eight pounds) (exc VAT) for the provision of level 7 accreditation to the College of Policing’s Direct entry (superintendent) programme.

RM5241 (SO8639) - Provision of Level 7 Accreditation to the College of Policing’s Direct Entry (Superintendent) Programme
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Potential Providers are required to outline their cost for delivering the brief as outlined in Appendix B - Service Description. Please populate this matrix to outline all costs. Please note, the categories are not mandatory, for example, if your proposal does not include Project Planning (or any other category) then do not input any information. Any optional extras you wish to alert the customer to can be detailed in the Optional Costs tab of this document.
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Project Planning	
Please outline all costs associated with project planning. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for five (5) days for project planning	(REDACTED)
1 x administrator for one (1) day	(REDACTED)
1 x one day liaison visit to College of Policing, (either Harrogate or Ascot) with associated travel and subsistence.	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Programme Specification Review	
Please outline all costs associated with the provision of a link tutor to work with the College to review the programme specification. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for two and a half (2.5) days for programme specification review	(REDACTED)
1 x learning and teaching co-ordinator for two and a half (2.5) days	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Programme Mapping	
Please outline all costs associated with the mapping of programme into University documentation in draft form (e.g. programme specification). It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for three (3) days creating university documentation	(REDACTED)
1 x learning and teaching co-ordinator for two and a half (2.5) days	(REDACTED)

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Photocopying and printing	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Cohort One Programme Review	
Please outline all costs associated with the review of the cohort one programme delivery to date. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for four (4) days for methodological design, data analysis and review	(REDACTED)
1 x research assistant for six (6) days for data collection, analysis and review	(REDACTED)
Telephone/Skype calls	(REDACTED)
1 x administrator for one (1) day	(REDACTED)
Photocopying and printing	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Retrospective Accreditation	
Please outline all costs associated with the approval of cohort one programme delivery to ensure retrospective accreditation. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for three (3) days: for assessment reviews and moderation	(REDACTED)
1 x learning and teaching co-ordinator for three (3) days	(REDACTED)
1 x external examiner for three (3) days travel (including travel, subsistence and accommodation costs)	(REDACTED)
Photocopying and printing	(REDACTED)
If gaps are identified in learning and assessment to enable accreditation then an additional two (2) days will be required for a senior academic to facilitate cohort one learner development	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

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Programme Accreditation	
Please outline all costs associated with enabling formal approval of the programme as a Post Graduate Certificate at level 7. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
1 x senior academic for four (4) days for the development of a student handbook, specifications etc.	(REDACTED)
1 x learning and teaching co-ordinator for one (1) day to provide specific advice and guidance	(REDACTED)
1 x administrator for two (2) days	(REDACTED)
Approval event	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Delivery	
Please outline all costs associated with the delivery of any agreed elements of the course. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
Introduction to HE study and enrolment of learners on cohort 2, plus College of Policing staff developemnt. Three days including travel, susistance and accomodation for one (1) academic	(REDACTED)
Supervision forapplied research project via Skype. Six hours per learner from Jan to June (6 hours each x 24 learners = 90 hours)	(REDACTED)
Moderation and double marking, one academic x five (5) days	(REDACTED)
One off cost for the development of an online teaching session for research methods within police leadership to be utilised by learners. One academic x five (5) days	(REDACTED)
as above, Learning Technologist x five (5) days	(REDACTED)
IT Technical support for learners registration: one staff member for 2 days (one day per cohort)	(REDACTED)
1 x external examiner for one (1) day plus two days travel (including travel, subsistance and accommodation costs): once per cohort.	(REDACTED)

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1 x academic for one (1) day teaching research methods plus travel/accommodation to a central College of Policing site per cohort (2 days)	(REDACTED)
Graduation / Award Ceremony (at non Teesside Universty premises), one each per cohort.	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Learning Resources	
Please outline all costs associated with the provision of access to University learning resources (library etc.) It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
IT ongoing support via the VLE BlackBoard - 2 days per cohort	(REDACTED)
Library resources (including Westlaw access)	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Annual Accreditation	
Please outline all costs associated with the annual accreditation of the Direct Entry programme. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
Annual moderation by an external examiner (1 day) and academic staff member (1 day).	(REDACTED)

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Annual Review and monitoring process to be completed by Teesside University Staff team, 1 academic for one day	(REDACTED)
Annual Review and monitoring process to be completed by College of Policing Staff team	(REDACTED)
Exam Boards - 1 day per cohort	(REDACTED)
Awards Administration, Certification - £200 per student	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Account Management	
Please outline all costs associated with the overall account management. It is the responsibility of the provider to detail all costs that will be applied, any costs not listed will not be paid following any potential award of contract	
Task	Pricing
Four programme management/steering group meetings per year alternatively at the College of Policing and Teesside University for the duration of the contract	(REDACTED)
Account Management by the school business manager (7 days) over period of contract	(REDACTED)
Total Fixed Price (£ exc VAT)	(REDACTED)

Submission Total (£ exc VAT)	£64,698
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Supplier please note all your travel and subsistence costs must be included in the prices above and not as a separate item.

ANNEX A

(REDACTED)

ANNEX B

TENDER RESPONSE

See the following Tender Response documents dated 01st May 2015

Commercial Response

(REDACTED)

Quality Response

(REDACTED)