**Opportunity for Providers to Support Delivery of Apprenticeships to the Civil Service**

**Prior Information Notice**

This is a Prior Information Notice to alert interested suppliers to an opportunity to deliver Apprenticeship Standards to the UK's Civil Service.

KPMG was awarded a contract (RM3769) by the Cabinet Office in December 2015 which appointed the firm as provider of “Learning and Development” for the “Core Curriculum”.  As a part of the scope of this role, KPMG is responsible for providing apprenticeships for the Fast Track Apprenticeship Scheme.

We would now like to extend the breadth, capacity and diversity of the supply base by sourcing additional sub-contractors to work with KPMG.

KPMG is seeking registered Apprenticeship provider(s) to supply end-to-end funded Apprenticeships nationally, in line with the ESFA funding requirements and all applicable regulation relating to the delivery of Apprenticeships. Providers are required specifically for the following Standards:

1. **Commercial Procurement and Supply Level 4**
2. **Associate Project Manager Level 4**
3. **Software Tester Level 4**

The requirements include but are not limited to:

**1. Commercial Procurement and Supply:** The programme encompasses the entire procurement cycle. Achieving the Level 4 in Procurement and Supply will enable a learner to use their breadth and depth of experience to position themselves as a fully effective commercially skilled professional with transferable skills and career options that span the public, private and charitable sectors. Elements include:

* One-to-one coaching
* Group workshops
* Individual assessments and/or exams where required
* Attainment of a Level 4 Diploma with the Chartered Institute of Procurement & Supply (CIPS)

**2. Associate Project Manager:** Following the programme, the manager will be able to deliver and define projects within different contexts across diverse industry sectors. They will have knowledge of project governance, stakeholder management, communication, leadership, budgeting and scope. Elements include:

* One-to-one coaching
* Group workshops
* Individual assessments and/or exams where required
* 24 months duration
* Qualification which is recognised by the International Project Management Association (IPMA) at Level D

**3. Software Tester:** The primary role of a Software Tester is to ensure that software operates as intended. Testers typically design and prepare test plans and conduct software testing as appropriate to ensure that software is fit for purpose. They document and report the results of testing activities. They have a good understanding of the software lifecycle and software development practices. Elements include:

* One-to-one coaching
* Group workshops
* Individual assessments and/or exams where required
* Achieve one internationally recognised vendor or professional qualification:
* ISTQB Certified Tester Foundation Level
* BSC Intermediate Certification in Software Testing

Potential Suppliers are requested to register their interest in receiving the Request for Proposal (RfP) by 12:00pm Friday 28th July via email to the following address: [ukfmkpmgcrenq@KPMG.co.uk](mailto:ukfmkpmgcrenq@KPMG.co.uk).

The subject line should be titled: **EOI Supply of learning and development services – Post-levy Apprenticeships** and the email should detail which apprenticeship standards the potential Supplier is interested in providing. Failure to do this may result in an organisation not receiving the respective documentation.

Please note RfPs will be issued to the email address you provide to express interest. The intention is to issue the RfPs by close of business Monday 31st July.

Please note that the sourcing and selection process is not subject to public procurement rules.