



Department
for Transport

PA Consulting Services Limited

Redacted.

(Sent Electronically)

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Our Ref: TRHR3308

28/10/202

DfT Review Support 2024 – TRHR3308 RM6187 MCF3 (Lot 3)

CONTRACT AWARD

Dear Supplier,

Following our recent correspondence, I can now confirm that the standstill period has expired, and I am delighted to inform you that your organisation has now been awarded the Contract, subject to signing by both parties.

Further to your submission of a Tender for the above project, I am writing to advise that the Procurement is now complete.

I am pleased to inform you that your company has been successful and therefore we would like to award the contract to you.

The call-off contract shall commence 30th of October 2024 the expiry date will be 31st of January 2025. There will be provision within the Call Off to manage a period of up to 1 month if both parties agree for residual services if required.

The total contract value shall be £103,160. Any extended periods will be negotiated between both parties as appropriate.

This procurement activity was conducted under the RM6187 Management Consultancy Framework Three, Lot number 3 and the framework terms and conditions shall apply.



Department
for Transport

A copy of the contract will be provided separately and will include those framework terms and conditions.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite when requested.

Should you have any queries regarding this, or any other matter please do not hesitate to contact me.

Yours sincerely,

Redacted CIPS
by authority of the Secretary of State for Transport



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Annex 1 – Bidder Feedback

4.1 Relevant Knowledge and Understanding.	In line with the requirements set out in the Statement of Requirements (attachment 3), potential bidders are requested to demonstrate their skills and experience in delivering work of this nature with focus on delivering at pace, in a relevant environment and in relation to the specific focus of the workstream and the wider context.	Very strong description of the approach and skills which aligns with the statement of requirements. Example of working on a similar review in the Cabinet Office which was over a 10-week period indicates ability to work at pace which is needed for this project. There is evidence to show ability to adapt quick and efficiently (“hit the ground running”). There is previous experience with working with DfT, they supported the 2022 workforce review which is similar to this project. Therefore, could potentially utilise lessons learned from previous project. There is an understanding of challenges and pressures within DfT. Additional 4 examples of relevant workforce transformation provided with experience working across Whitehall and with senior leaders and Ministers. The Workforce Levers Framework mentioned could be beneficial in DfT's project. The inclusion of an SME challenge panel that will bring in subject matter experts is a good element.
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Department
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4.2 Relevant Expertise.	Bidders are to provide a CV for each resource proposed (each to be no more than one side of A4 paper) summarising the experience of each member of staff you intend to commit to this project including a short biography of relevant experience demonstrating their knowledge, skills and expertise in line with the Statement of Requirements.	Very strong expertise and diverse range of skills for the panel which will support in delivery of the project. The core team have a variety of skills and experience that could be used within DfT review. There is experience in HR, workforce planning and future capability needs, organisational design and delivering structural change. With data and analysis being mentioned. There is an AI lead who has an understanding of AI within DfT, which may be useful to DfT project. Members of the core team have experience of working on similar projects within Cabinet Office and also working on the 2022 workforce review, this may allow the team to adapt quickly and adapt at pace. There is experience in working with senior leaders, ministers and across Whitehall. This is an excellent range of skills and experience which are wide and far reaching. The recent experience within the Cabinet Office and previous DfT review could allow the team to adapt to this project effectively and quickly.
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4.3 Engagement and Delivery.	<p>Bidders are requested demonstrate their approach to:</p> <p>Developing strong working relationships with senior stakeholders, building effective working processes that instil trust and effective working arrangements</p> <p>Ensuring quality of work and on-going risk management/ identification;</p> <p>Ensuring knowledge transfer as requested in Attachment 3 Statement of Requirements is delivered throughout the engagement, including any relevant lessons learnt; and</p> <p>Providing and managing a detailed delivery plan with specific reference to this project, including tasks and milestones and linkages with other workstreams.</p>	<p>There is a strong focus on team working and collaboration with the mention of the Wellbeing toolkit, Team Charter and Manual of Me tools. A high-level plan that shows timeline and objectives and explains what the core team roles and responsibilities will be. This plan may have to be adapted to fit our needs, however, it wasn't entirely clear how the different activities would be delivered in parallel and how the resourcing would be split up to ensure it could all be delivered on schedule. The risk management was described at high level and informed how they would check and challenge with their SMEs that will provide another layer. Knowledge transfer plan was clear and adaptable. There is a focus here on creating strong working relationships with the team. On ways of working, there are some activities we would require a slightly different approach and more based on a more embeded approach with DfT team members.</p>
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