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**United Kingdom-Liverpool: Training services
2015/S 163-298667**

Prior information notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1) Name, addresses and contact point(s)

The Minister for the Cabinet Office acting through Civil Service Learning (CSL) and its Agent Crown Commercial Service (CCS)

9th Floor The Capital Old Hall Street

L3 9PP Liverpool

UNITED KINGDOM

Telephone: +44 3450103503

E-mail: supplier@crowncommercial.gov.uk, enablement@crowncommercial.gov.uk

Internet address(es):

General address of the contracting authority: <http://www.gov.uk/ccs>

Address of the buyer profile: <https://gpsesourcing.cabinetoffice.gov.uk>

Further information can be obtained from: The above mentioned contact point(s)

I.2) Type of the contracting authority

Ministry or any other national or federal authority, including their regional or local sub-divisions

I.3) Main activity

Other: Public Procurement

I.4) Contract award on behalf of other contracting authorities

Section II.B: Object of the contract (Supplies or services)

II.1) Title attributed to the contract by the contracting authority:

Learning and Development.

II.2) Type of contract and place of delivery or of performance

Service category No 27: Other services

Primary in the UK with some limited requirement overseas.

NUTS code UK

II.3) Information on framework agreement

II.4) Short description of nature and quantity or value of supplies or services:

Civil Service Learning (CSL) with Crown Commercial Service (CCS), intends to establish a number of contracts for Learning and Development services to deliver blended learning solutions for some or all the following (this list is not exhaustive and is subject to change):

— Leadership and Management training for the Senior Civil Service focussed on the skills and attributes of effective leaders that is underpinned by the Leadership Statement. This will include leadership in the four priority areas of Commercial, Digital, Change Leadership and Project Delivery. This will also include an executive coaching offer.

- Talent development for senior managers and SCS to build skills and behaviours to ensure they are effective leaders and talent schemes for under-represented groups.
- Leadership and Management (for junior to senior managers) to develop effective leadership and management at all levels, giving them the skills to lead teams effectively and manage performance confidently. This will also include an internal coaching offer.
- Core skills training and corporate induction, concentrating on a small number of basic skills such as writing, computing and customer service. For corporate induction, training will focus on the Civil Service code, the history of the Civil Service and the expectations of the Civil Service.
- Compliance/ mandatory training which will include First Aid, Health and Safety, Keeping Information Secure.
- Digital training covering, basic IT skills, open source tools, use of open internet tools such as social media, using digital data, introduction to coding, the 26 Digital Service Standards, user research and introduction to agile delivery.
- Commercial training, covering commissioning choices, specifying needs, value for money, business acumen, managing suppliers, negotiation skills and innovations in commercial practices.
- Finance training for non finance professionals including budget management and VFM.
- Project Delivery skills, from introductory to practitioner level including APM, APMP, APMG, Agile, Management of Portfolios, Benefit and Risk management. Additionally, project leadership, business change, transformational change, commercial skills for the project environment and organisational design.
- Policy training, covering working with Ministers, effective policy making, open policy making, behavioural insights, working with data and analysis, evaluation techniques, government finance, delivery planning, leaders teaching leaders.
- Operational Delivery training, covering customer service, the public service landscape, dealing with vulnerable customers, complaint handling and continuous improvement techniques.
- Personal effectiveness options, 360 degree feedback tools, self-assessment tools and other digital tools to assess capability.
- Procurement, design and delivery of learning, qualifications and accreditation for the 26 Civil Service professions, allowing them to design and deliver their curricula.
- Train the trainer, to support people delivering L&D in their business area and across the civil service.
- Ad hoc training in response to particular needs.
- Support services which may include evaluation, bookings, venues, procurement, supply chain management and invoicing of services purchased.
- A range of other products/services associated with the provision of learning and development within the public sector.

These contracts will replace the existing RM1568 Civil Service Learning Framework.

The intention is that the delivery of the contracting agreements will be split into two phases.

The first phase of the procurement will deliver CSL's core offer of a curriculum which is commonly required across government. This phase will procure delivery partners for CSL in two distinct packets — one for the Senior Civil Service (about 4 000 civil servants) and one for the broader Civil Service (about 440 000 civil servants).

Procurement of the first phase is expected to begin within around 2 weeks by the release of an OJEU Contract Notice.

The second phase of the procurement will deliver solutions for requirements outside the common curriculum. This could include, for example, publicly available courses, bespoke and niche requirements and qualifications. These will be designed to meet the needs of the Civil Service and will also be available for the wider public sector.

For the second phase, CSL and CCS intend to engage with the market to help shape the procurement strategy. They plan to host an industry day in September / October 2015, as well as hold meetings with prospective providers to ensure a contracting solution that is fit for purpose. Given the size and complexity of the Civil Service, CSL and CCS are keen to hear from a range of suppliers, including groups of economic operators. The procurement of the second phase of the requirement is likely to begin in Autumn by the release of an OJEU Contract Notice.

It is possible that at least some of the phase 1 offering may be sourced in-house or within Central Government rather than in a public procurement process.

The purpose of this PIN is to:

— Give advance notice that CSL working in partnership with CCS, is intending to undertake tendering exercises to set up new contracting vehicles to service Central Government and wider public sector organisations for learning development requirements.

— Gauge the market interest by identifying suppliers who would like to participate in an industry day for phase 2 bespoke, niche requirements and qualifications. The purpose of this day is to explain the business requirement and procurement strategy options in more detail. It will provide an opportunity for suppliers to engage, ask questions, seek feedback, and input into the contracting strategy.

If you would like to express an interest in attending, please email the address below including the subject line: 'industry day', providing your contact details (name, title, company name, company address, direct contact number, email address), and contact details of any other attendee you wish to include to: L&d@ccs.gsi.gov.uk Deadline for responses to be included in the industry day is 6 pm on Friday 4.9.2015. Please note there is a maximum number of 2 attendees per organisation.

If you are unable to attend this event, but still wish to engage with CCS on the project, please email L&d@ccs.gsi.gov.uk explaining this.

II.5) Common procurement vocabulary (CPV)

80500000, 72000000, 72220000, 75121000, 79998000, 80000000, 80300000, 80330000, 80400000, 80420000, 80430000, 80510000, 80511000, 80520000, 80521000, 80522000, 80530000, 80531200, 80532000, 80550000, 80560000, 80561000, 80562000, 80570000, 92312212

II.6) Scheduled date for start of award procedures

II.7) Information about Government Procurement Agreement (GPA)

The contract is covered by the Government Procurement Agreement (GPA): yes

II.8) Additional information:

The Contracting Authority intends to use an e-Tendering system in this procurement exercise and reserves the right to use a reverse auction.

Section III: Legal, economic, financial and technical information

III.1) Conditions relating to the contract

III.1.1) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:

III.2) Conditions for participation

III.2.1) Information about reserved contracts

Section VI: Complementary information

VI.1) Information about European Union funds

The contract is related to a project and/or programme financed by European Union funds: no

VI.2) Additional information:

Date of despatch of this notice 20.8.2015

The estimated date of publication of contract notice is 24.8.2015

The procurement documents will be available for unrestricted and full direct access free of charge at available on the CCS website <http://ccs-agreements.cabinetoffice.gov.uk/procurement-pipeline>, following publication of the OJEU Notices.

The procurement will be managed electronically via the Crown Commercial Service's e-Sourcing Suite at <https://gpsesourcing.cabinetoffice.gov.uk>

VI.3) **Information on general regulatory framework**

Relevant governmental Internet sites where information can be obtained

Tax legislation <http://www.hmrc.gov.uk/thelibrary/legislation.htm>

Environmental protection legislation <http://www.legislation.gov.uk/ukpga/1990/43/contents>

Employment protection and working conditions <http://www.direct.gov.uk/en/Employment/Employees/index.htm>

VI.4) **Date of dispatch of this notice:**

20.8.2015