

## Contract notice

Directive 2014/24/EU / Regulation (EU, Euratom) No 966/2012

Directive 2014/24/EU

### Section I: Contracting authority

I.1) Name and addresses (please identify all contracting authorities responsible for the procedure)

Official name:

The Minister for the Cabinet Office acting through Crown Commercial Service

National registration number:

Postal address:

Rosebery Court, St Andrews Business Park

Town:

Norwich

NUTS code:

UK

Postal code:

NR7 0HS

Country:

United Kingdom

Contact person:

supplier@crowncommercial.gov.uk

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44 12345678/+44 987654321:

+44 3450103503

E-mail:

supplier@crowncommercial.gov.uk

Fax:

Internet address(es)

Main address: (URL)

<https://www.gov.uk/ccs>

Address of the buyer profile: (URL)

Name and addresses: (please repeat as many times as needed)

I.2) Joint procurement

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law:

The contract is awarded by a central purchasing body

x

### I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

(URL)

<https://www.contractsfinder.service.gov.uk/Notice/a793310e-9e8f-4d53-807f-70d399274f19>

Additional information can be obtained from:  
the abovementioned address

Official name:

National registration number:

Postal address:

Town:

NUTS code:

Postal code:

Country:

Contact person:

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44 12345678/+44 987654321:

E-mail:

Fax:

Internet address(es)

Main address: (URL)

Address of the buyer profile: (URL)

Tenders or requests to participate must be submitted electronically via:

yes

(URL)

<https://crowncommercialservice.bravosolution.co.uk/web/login.html>

Tenders or requests to participate must be submitted:  
to the abovementioned address

Official name:

National registration number:

Postal address:

Town:

NUTS code:

Postal code:

Country:

Contact person:

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44  
12345678/+44 987654321:

E-mail:

Fax:

Internet address(es)

Main address: (URL)

Address of the buyer profile: (URL)

Tenders or requests to participate must be submitted:

Official name:

National registration number:

Postal address:

Town:

NUTS code:

Postal code:

Country:

Contact person:

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44 12345678/+44 987654321:

E-mail:

Fax:

Internet address(es)

Main address: (URL)

Address of the buyer profile: (URL)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: (URL)

I.4) Type of the contracting authority:

Ministry or any other national or federal authority, including their regional or local subdivisions

Other type:

I.5) Main activity:

General public services

Other activity:

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Diversity Outreach Services

Reference number:

RM6106

II.1.2) Main CPV code:

79000000

II.1.3) Type of contract:

Services

II.1.4) Short description:

The Fast Stream and Early Talent (FSET) team's vision is to be the most inclusive graduate and early talent programme. It will be achieved through continuing outreach and positive action activities to encourage applications from under-represented groups which currently include those from Lower socio-economic backgrounds (Lower SEB), Black, Asian and Minority Ethnic (BAME) backgrounds and those with disabilities.

The FSET team requires diversity outreach partners with specific expertise in accessing, engaging and influencing

hard to reach diverse groups to our following programmes:

- Fast Stream (graduate programme)
- SDIP (Summer Diversity Internship programme)
- EDIP (Early Diversity Internship programme)
- Fast Track (apprenticeship programme)
- Crown Commercial Service, as the Agent, intends to put in place contracts for the provision of RM6106

Diversity Outreach Services for use by the Cabinet Office.

#### II.1.5) Estimated total value

Value excluding VAT: (for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)

450000.00

Currency:

Pound sterling

#### II.1.6) Information about lots

This contract is divided into lots:

yes

Tenders may be submitted for:

all lots

maximum number of lots:

Maximum number of lots that may be awarded to one tenderer:

3

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1: Attraction and recruitment of Ethnic minority/Lower SEB candidates

Lot 2: Attraction and recruitment of Disabled candidates

Lot 3: Coaching of diverse candidates

#### II.2) Description

3

## Description

### II.2.1) Title:

Attraction and recruitment of Ethnic minority/Lower SEB candidates

Lot No:

1

### II.2.2) Additional CPV code(s)

Main CPV code:

79600000

### II.2.3) Place of performance

NUTS code:

UK

Main site or place of performance:

United Kingdom

II.2.4) Description of the procurement (nature and quantity of works, supplies or services or indication of needs and requirements):

Lot 1- Attraction and Recruitment of Ethnic minority/Lower SEB candidates

The Cabinet Office is looking for 2-3 suppliers to equally share this requirement.

Identify, attract and recruit eligible Ethnic Minorities and Lower SEB candidates to the Civil Service Fast Stream Graduate Programme, Fast Track Apprenticeship and internship programmes.

Additional Services - The Contracting Authority may require one or all of the Suppliers to take on additional Services relating to this lot. This may include but not be limited to the following elements:

Ethnicity - Targeting specific sub groups within the ethnic minority categories for example black Caribbean/black African candidates. The Contracting Authority will do this by making a request for change to the Contract and will give the Supplier(s) the opportunity to quote against the additional Service requirements. The Contracting Authority will then review and if necessary agree or otherwise the pricing and the proposals provided within the quote(s). The Contracting Authority reserves the right to go out to all Suppliers within the lot or just one.

Lower SEB - Target candidates who have been to state schools or those who are based outside of London.

Bid pack can be found at <https://www.contractsfinder.service.gov.uk/Notice/a793310e-9e8f-4d53-807f-70d399274f19>

### II.2.5) Award criteria:

Criteria below

	Name	Weighting
1	Quality	70

Cost criterion Price:  
Cost criterion

	Name	Weighting
1	Price	30

Weighting:

II.2.6) Estimated value

Value excluding VAT (for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot):

Currency:

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system:

Duration in months or Duration in days

Duration in months or Duration in days:

Duration in months

24

Start: (dd/mm/yyyy) /

End: (dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

yes

Description of renewals:

Possible extension to contract of 1 year

II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures):

Envisaged number of candidates:

Envisaged minimum number:

Maximum number:

Maximum number:

Objective criteria for choosing the limited number of candidates:

II.2.10) Information about variants

Variants will be accepted

no

II.2.11) Information about options

Options

no

Description of options:

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

Identification of the project:

II.2.14) Additional information:

Description
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II.2.1) Title:
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Attraction and recruitment of Disabled candidates
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Lot No:
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2
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II.2.2) Additional CPV code(s)
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Main CPV code:
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79000000
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II.2.3) Place of performance
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NUTS code:
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UK
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Main site or place of performance:
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United Kingdom
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II.2.4) Description of the procurement (nature and quantity of works, supplies or services or indication of needs and requirements):
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Identify, attract and recruit eligible disabled candidates to the Civil Service Fast Stream Graduate Programme, Fast Track Apprenticeship and internship programmes.

The Cabinet Office is looking for 2-3 suppliers to equally share this requirement.

Additional Services - The Contracting Authority may require one or all of the Suppliers to take on additional Services relating to this lot. This may include but not be limited to the following elements: Target candidates with a particular disability i.e. Neuro-disability. Bid pack can be found at <https://www.contractsfinder.service.gov.uk/Notice/a793310e-9e8f-4d53-807f-70d399274f19>

II.2.5) Award criteria:  
Criteria below

	Name	Weighting
1	Quality	70

Cost criterion Price:  
Cost criterion

	Name	Weighting
1	Price	30

Weighting:

II.2.6) Estimated value

Value excluding VAT (for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot):

Currency:

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system:  
Duration in months or Duration in days

Duration in months or Duration in days:

Duration in months

24

Start: (dd/mm/yyyy) /

End: (dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

yes

Description of renewals:

Possible extension to contract of 1 year

II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures):

Envisaged number of candidates:

Envisaged minimum number:

Maximum number:

Maximum number:

Objective criteria for choosing the limited number of candidates:

II.2.10) Information about variants

Variants will be accepted

no

II.2.11) Information about options

Options

no

Description of options:

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

Identification of the project:

II.2.14) Additional information:

#### Description

II.2.1) Title:

Coaching of diverse candidates

Lot No:

3

II.2.2) Additional CPV code(s)

Main CPV code:

79000000

II.2.3) Place of performance

NUTS code:

UK

Main site or place of performance:

United Kingdom

II.2.4) Description of the procurement (nature and quantity of works, supplies or services or indication of needs and requirements):

Provide bespoke face-to-face coaching and skills development of approximately three hundred (300) interns. Tailored feedback should be documented and provided to each intern on a 1-2-1 basis.

The Cabinet Office is looking for 2 suppliers to equally share this requirement.

Additional Services - The Contracting Authority may require one or all of the Suppliers to take on additional Services relating to this lot. This may include but not be limited to the following elements:

Example - Specific coaching on a particular element of the Graduate Fast Stream and/or Fast Track Apprenticeship process and/or direct appointment scheme candidates (Fast Stream near misses).

Bid pack can be found at <https://www.contractsfinder.service.gov.uk/Notice/a793310e-9e8f-4d53-807f-70d399274f19>

II.2.5) Award criteria:

Criteria below

	Name	Weighting
1	Quality	70

Cost criterion Price:

Cost criterion

	Name	Weighting
1	price	30

Weighting:

II.2.6) Estimated value

Value excluding VAT (for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot):

Currency:

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system:

Duration in months or Duration in days

Duration in months or Duration in days:

Duration in months

24

Start: (dd/mm/yyyy) /

End: (dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

yes

Description of renewals:

Possible extension of 1 year to the Contract

II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures):

Envisaged number of candidates:

Envisaged minimum number:

Maximum number:

Maximum number:

Objective criteria for choosing the limited number of candidates:

II.2.10) Information about variants

Variants will be accepted

no

II.2.11) Information about options

Options

no

Description of options:

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

Identification of the project:

II.2.14) Additional information:

II.2) Description

II.2.2) Additional CPV code(s)

II.2.3) Place of performance

NUTS code:

Main site or place of performance:

II.2.4) Description of the procurement: (nature and quantity of works, supplies or services or indication of needs and requirements)

II.2.5) Award criteria:

Name	Weighting

Cost criterion Price:

Name	Weighting

Weighting

II.2.6) Estimated value

Value excluding VAT: (for framework agreements or dynamic purchasing systems - estimated total maximum value for the entire duration of this lot)

Currency:

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system:

Duration in months or Duration in days:

Start: (dd/mm/yyyy) /

End: (dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

Description of renewals:

II.2.9) Information about the limits on the number of candidates to be invited (except in open procedures):

Envisaged number of candidates:

Envisaged minimum number:

Maximum number:

Maximum number:

Objective criteria for choosing the limited number of candidates:

II.2.10) Information about variants

Variants will be accepted

II.2.11) Information about options

Options

Description of options:

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

Identification of the project:

II.2.14) Additional information:

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

x

List and brief description of selection criteria:

Minimum level(s) of standards possibly required:

### III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

x

List and brief description of selection criteria:

Minimum level(s) of standards possibly required:

### III.1.5) Information about reserved contracts

The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons

The execution of the contract is restricted to the framework of sheltered employment programmes

### III.2) Conditions related to the contract

#### III.2.1) Information about a particular profession (only for service contracts)

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision:

#### III.2.2) Contract performance conditions:

#### III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## Section IV: Procedure

### IV.1) Description

#### IV.1.1) Type of procedure:

Open procedure

Accelerated procedure

Justification:

Accelerated procedure

Justification:

Accelerated procedure

Justification:

#### IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement:



Envisaged maximum number of participants to the framework agreement:

In the case of framework agreements, provide justification for any duration exceeding 4 years:

The procurement involves the setting up of a dynamic purchasing system

The dynamic purchasing system might be used by additional purchasers

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation (only for competitive procedures with negotiation)

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

IV.1.6) Information about electronic auction

An electronic auction will be used

Additional information about electronic auction:

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement:  
yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure (One of the following: Prior information notice; Notice on a buyer profile)

Notice number in the OJ S:

2018/S 152-348995

IV.2.2) Time limit for receipt of tenders or requests to participate

Date: (dd/mm/yyyy)

30/11/2018

Local time: (hh:mm)

15:00

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: (dd/mm/yyyy)

IV.2.4) Languages in which tenders or requests to participate may be submitted:

EN

IV.2.6) Minimum time frame during which the tenderer must maintain the tender  
Tender must be valid until: (dd/mm/yyyy)

or Duration in months

x

(from the date stated for receipt of tender):

24

IV.2.7) Conditions for opening of tenders

Date: (dd/mm/yyyy)

20/03/2019

Local time: (hh:mm)

23:59

Place:

Information about authorised persons and opening procedure:

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement:

yes

Estimated timing for further notices to be published

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information:

VI.4) Procedures for review

VI.4.1) Review body

Official name:

Crown Commercial Service

Postal address:

Rosebery Court, St Andrews Business Park

Town:

Norwich

Postal code:

NR7 OHS

Country:

United Kingdom

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44 12345678/+44 987654321:  
+44 3450103503

E-mail:  
supplier@crowncommercial.gov.uk  
Fax:

Internet address: (URL)

#### VI.4.2) Body responsible for mediation procedures

Official name:

The Minister for the Cabinet Office acting through Crown Commercial Service

Postal address:

Rosebery Court, St Andrews Business Park

Town:

Norwich

Postal code:

NR7 0HS

Country:

United Kingdom

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44 12345678/+44 987654321:  
+44 3450103503

E-mail:  
supplier@crowncommercial.gov.uk  
Fax:

Internet address: (URL)

#### VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

#### VI.4.4) Service from which information about the review procedure may be obtained

Official name:

Rosebery Court, St Andrews Business Park

Postal address:

Rosebery Court, St Andrews Business Park

Town:

Norwich

Postal code:

NR7 0HS

Country:

United Kingdom

Telephone: e.g. +44 12345678; +44 12345678-0001; +44 12345678/79/80; +44

12345678/+44 987654321:

+44 3450103503

E-mail:

supplier@crowncommercial.gov.uk

Fax:

Internet address: (URL)

VI.5) Date of dispatch of this notice: (dd/mm/yyyy)

26/10/2018