

Salisbury Managed Procurement Services

C1546.169 – Further Competition for Health Education England

ST0310 Associate Project Manager L4

ST0411 Project Manager (Degree)

ST0070 Business Admin Level 3

Under Dynamic Purchasing System C1546 – Training Services



Commercial Environment

Salisbury NHS FT's Commercial Services team are responsible for a number of the Trust's outward facing businesses, and provide procurement and commercial expertise to both the Trust and a number of collaborative organisations across the NHS. One of the original Carter Programme trusts, SFT are also national demonstrator site for Scan4Safety / GS1 implementation, and have experience in commercialising areas of the Trust's services to a wider market, as well as bringing innovations to market for the benefit of the NHS and wider public sector.

Nationally recognised, Salisbury's team have, in recent years, received awards from the Chartered Institute of Purchasing & Supply, have been named overall Public Sector Excellence winners by the Government Opportunities awards, and have been recognised in the 2017 World Procurement Awards.

Specialist expertise includes energy procurement, renewable energy generation systems, and the provision of managed services for education and apprenticeship training, payroll and pensions services, laundry services, and instrument decontamination services.

Salisbury NHS Foundation Trust are therefore a Contracting Authority within the meaning of the Public Contract Regulations 2015, and are able to make this DPS available to other public organisations listed in the relevant section of this document. Salisbury Commercial Services is a trading name of Salisbury NHS Foundation Trust for the delivery of this DPS and associated services.

This Requirement

Under Salisbury's existing Dynamic Purchasing System for Apprenticeship Training Provision, Salisbury are acting for Health Education England, in conducting a further competition for the requirements listed below :

Further Competition Requirement Details -	
Course Title	ST0310 Associate Project Manager L4
Standard Number	ST0310
Accrediting Body	
Required Start Date	Provider indicated – March / April 2019 onwards
Required Location(s) (Towns not site names)	National determined by learner employment location
Number of Students	To be confirmed – see narrative.
Standards / Framework Link	https://www.instituteforapprenticeships.org/apprenticeship-standards/associate-project-manager/

Further Competition Requirement Details -	
Course Title	ST0411 Project Manager (Degree)
Standard Number	ST0411
Accrediting Body	
Required Start Date	Provider indicated – March / April 2019 onwards
Required Location(s) (Towns not site names)	National determined by learner employment location
Number of Students	To be confirmed – see narrative.
Standards / Framework Link	https://www.instituteforapprenticeships.org/apprenticeship-standards/project-manager-degree/

Further Competition Requirement Details -	
Course Title	ST0070 Business Admin Level 3
Standard Number	ST0070
Accrediting Body	
Required Start Date	Provider indicated – March / April 2019 onwards
Required Location(s) (Towns not site names)	National determined by learner employment location
Number of Students	To be confirmed – see narrative.
Standards / Framework Link	https://www.instituteforapprenticeships.org/apprenticeship-standards/business-administrator/

Health Education England

HEE was one of the new bodies established in the NHS reforms of 2012. Originally established as a Special Health Authority, it became a non-departmental public body in April 2015 under the provisions of the Care Act 2014.

HEE is the people organisation for the NHS, with statutory duties to ensure that there are enough skilled clinical and non-clinical staff to support the needs of patients within England and to improve the quality of their education and training. In short HEE exists to ensure that the workforce of today and tomorrow has the right numbers, skills, values and behaviours, at the right time and in the right place.

Our vision is to deliver a world class healthcare education and training system to support the NHS.

HEE currently employs over 2,500 people in a variety of leadership, education and support roles. HEE is led by a Chair and Chief Executive, who are part of the Board, alongside directors and non-executive directors. HEE staff work across England in regional teams and there are also national staff who work across the whole of England. Staff are based within local offices across England. All staff, regardless of where they are based, work together as one HEE.

HEE Apprenticeship Programme

The development of a HEE Apprenticeship Programme will support HEE to deliver on its commitment to invest in the development of all staff and sustain a true culture of learning and enthusiasm for maintaining excellent standards.

The HEE Apprenticeship Levy totals an average of £444,000 annually.

It is intended that the first cohort of between 50 and 100 staff from across HEE will undertake Project Management (either Level 4 only or Level 4 and Level 6) and Business Administration (Level 3) apprenticeships and that this is launched in April/May 2019.

Following this pilot, subsequent cohorts of similar numbers from across HEE may be required in the following (at a date to be confirmed):

Senior Management and Leadership (all Levels)
Management and Leadership (all Levels)
Human Resources and Learning & Development (all Levels)
Finance (all Levels)
Digital and Information Technology (all Levels)

Further cohorts in other areas may be added over time and will be subject to further procurement campaigns.

The successful providers will be primarily working with the HEE Organisational Development Team who will retain oversight of the contract and quality of delivery.

Timetable

Opportunity live on Bravo and advertised	Friday 01 February 2019
Last date for Bidder Questions	Tuesday 12 th February 2019
ITT closes for Bidder Responses	Monday 18th February 2019 at 12:00
Award of Business	February / March 2019
Cohorts start	March / April 2019 onwards
Please note – the initial contract will be offered for a 2019 intake as detailed in the Requirements. The Trust reserves the right, subject to performance, to extend the contract to a total period of three years within the Procurement Value advertised on OJEU.	

Information for Bidders

Please note the following conditions apply to this Competition :

1. Contracting Authority – The Contracting Authority will be the organisation(s) listed in the Requirements summary above, depending on the employing Trust for the Learner.
2. Responses and Questions – All responses, bids and questions must ONLY be submitted via the Bravo Procurement Portal operated by Salisbury NHSFT.
3. Terms & Conditions – The successful bidder(s) will be awarded contracts under standard NHS Terms & Conditions (copy available on Bravo). Bidders' own terms or conditions will not be accepted by the Contracting Authority.
4. Award of Business – All offers on this Procurement are made in good faith and reasonable expectation, however the Contracting Authority retains the right to change indicated student numbers. The Contracting Authority retains the right to make a reduced, or no, award following the outcome of the Competition.
5. Payment for Apprenticeship Training is from the Apprenticeship Digital Account to the Provider. Salisbury NHSFT shall not be liable for any financial sums or values under any circumstances, and the Contracting Authority shall only be liable for additional student fees if agreed and included in the Commercial Schedule of the final contract.

6. Eligibility – Only Suppliers registered and approved on Salisbury NHSFT's Dynamic Purchasing System (OJEU Reference 2017/S 045-083446) shall be eligible to compete in this Competition. Suppliers may apply to join that DPS during this competition, but no time extensions shall be granted to do so.
7. Supplier Fee – There is no fee to join, or participate in further Competitions under the DPS. By submitting a bid, suppliers agree to pay Salisbury NHSFT the sum of 1% (one percent) of the value of all business they are awarded following a Competition, excluding VAT. Please note this fee CANNOT be included in training course costs, and CANNOT be deducted from the training value paid from the student Digital Account. The full value of training given in the supplier's bid MUST be the value they deliver to the student. Supplier fees will be invoiced quarterly by Salisbury NHSFT following information provided by the Contracting Authority.
8. All bid responses and required information must be provided by the Close Date indicated on the Bravo portal.

DPS Scope

The Contracting Authority expressly reserved the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it saw fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

The awarding of a place on the Dynamic Purchasing System does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this DPS will form a separate contract under the scope of this Framework between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the DPS shall only use electronic portals during the life of the agreement.

Any values that have been provided are only an estimate. We cannot guarantee to suppliers any business through this framework agreement.

The DPS has been established by Salisbury NHS Foundation Trust, for use by the following bodies (and any future successors to these organisations) and up to 10 other public bodies:

All **NHS Bodies** in the United Kingdom including Acute Trusts, Ambulance Trusts, Care Trusts, NHS Hospital Trusts, Foundation Trusts, Strategic Health Authorities, Mental Health Trusts, Special Health Authorities, Community Health Councils, Local Health Boards, Clinical Commissioning Groups (CCG), NHS Trusts including as listed and maintained on the following URLs:

<http://www.dh.gov.uk/health/category/arms-length-bodies>

<http://www.nhs.uk/servicedirectories/Pages/PrimaryCareTrustListing.aspx>

<http://www.general-practitioners-uk.co.uk>

<http://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

All **Health Service Executive** listed hospitals in the Republic of Ireland as detailed on

<http://www.hse.ie/eng/services/list/3/acutehospitals/hospitals/>

Any **public body** who meet the criteria for lending described by the Public Works Loan Board at

<http://www.dmo.gov.uk/documentview.aspx?docname=pwlbircular158.pdf&page=>

Any **education body** wholly funded by central government or local authority, including Academies

Any **charity** registered with the Charity Commission who's funding arrangements require them to follow Public Contract Regulations

Any **United Kingdom central government body** directly funded by HM Treasury, or arms length bodies or agencies funded by sponsoring Departments of central government

Awards of further business can only be made following a mini-competition managed through the DPS. Terms and Conditions of that contract will be agreed locally with an awarding authority operating within the DPS via mini competition.

This DPS is valid for four years, ending 12:00 on 01 March 2021. Employers may enter into contracts which extend beyond the lifetime of the DPS.

Terms & Conditions

The individual Employer organisations will be responsible for issuing their standard Terms & Conditions as part of the mini competition documentation.

Access Charges

There is no charge for Providers to register for inclusion on the DPS, to access information, or to bid for business via the DPS.

Each Provider, on a successful award of a contract, will be invoiced a DPS delivery charge by Salisbury Commercial Services. This will be based on a percentage of contract value, and will be clearly advertised with each opportunity.

For Suppliers – How to Participate

Suppliers can request to join (or withdraw from) a DPS at any time during the advertised lifetime of the DPS.

All DPS activity is carried out electronically, including further competition and messaging.

Salisbury NHSFT uses the Bravo NHS Portal for all procurement requirements, including DPS.

Suppliers wishing to join this DPS should register on the Portal https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html and locate relevant project reference. Suppliers will then be asked to complete the online PQQ and submit. Salisbury NHSFT will then evaluate the PQQ and advise within 10 working days after an initial period of 30 days (or advise the supplier where this will be extended).

Suppliers successfully placed on the DPS will then be advised of further competitions via the Bravo portal.

It is therefore **essential** that suppliers maintain their contact details within their Bravo profile at all times, as Salisbury Commercial Services will not be responsible for suppliers not receiving competition calls due to incorrect or outdated profile information.

Further Information

For further information, email Simon Dennis at simon.dennis@nhs.net or visit the Bravo procurement portal (https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html)