**Invitation to Quote for the provision of Brief Psychological Intervention Training**

**Introduction and scope to the project:**

Lancashire & South Cumbria NHS Foundation Trust,(known as Lancashire Care NHS Foundation Trust until October 2019) provides a range of services including secondary mental health care, inpatient child and adolescent mental health services, perinatal mental health and forensic services including low and medium secure care. It also provides a range of physical health and well-being services in the community with partners in the Lancashire and South Cumbria area. The Trust was first established in 2002 and employs approximately 7,000 staff who provide care from more than 400 sites.

LSCFT is seeking to award a single supplier framework contract for the delivery of training in a range of Brief Psychological Interventions to clinical staff working within Inpatient, Community Mental Health and Learning Disability Services. This includes, but is not limited to, interventions informed by approaches relating to Cognitive Behavioural Therapy (CBT), Dialectical Behavioural Therapy (DBT) and Solution Focused Therapy (SFT). Additionally, training in psychosocial interventions such as Motivational Interviewing and supporting people to develop self-help strategies such as stress management and self-coping skills is also required.

The successful supplier will need to provide assurance on delivery of exclusive, high quality training and will have the ability to deliver through a flexible and fluctuating model of demand. There needs to be an option for face-to-face and virtual delivery of courses and the ability to negotiate alternate dates within a specified timeframe if courses are not fully subscribed. The contract will be in place until 31 March 2024 with the option to extend for a further 12 months until 31st March 2025.

**Value of the contract:** It is anticipated that approximately 1000 places will be required during the course of the contract, however this is not guaranteed as it will depend on individual clinician’s CPD needs.

**Closing date for applications:** 12 noon on Monday 3rd October 2022

**Contract start date:** Monday 31st October 2022

There are 8 questions for bidders to complete, 6 relating to quality and 2 relating to finance. Scoring of the 6 quality questions is based on the criteria set out in the following table:

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| **Confidence Score** | **Percentage**  **awarded** | **Commentary** |
| Excellent Confidence | 100 | The bidder has addressed the question in its entirety. Their response has been tailored specifically to the question, and includes significant additional information. |
| Very Good Confidence | 80 | The bidder has addressed the question in its entirety. Their response has been tailored specifically to the question, and includes some additional information. |
| Good Confidence | 60 | The bidder has provided a response which demonstrates that they meet the criteria and have suitably addressed the question. |
| Minor Concerns | 40 | The bidder has provided a response covering most aspects of the question; however, minor gaps in the response are evident. |
| Concerns | 20 | The bidder has provided a response covering some aspects of the question, but fails to demonstrate they meet the criteria. |
| Major Concerns | 0 | The bidder has failed to respond or provided a response covering minimal aspects of the question. |

Each of the first 6 questions are equally weighted with a score of 10% each.

The last two (financial) questions are scored 35% for question 7 and 5% for question 8

Question 7 will be scored by weighted differential with the terms offered being used to arrive at an assumed cost per delegate including add-ons related to travel and accommodation. The lowest value offer will score the full 35% with higher value offers being scored a lower percentage based on the percentage higher their proposal is (i.e. a bid that is 10% higher will score only 25%, whereas one that is 35% higher will score 0%).

Question 8 will be scored based on 5% awarded for the strength of discounts for volume spend.

Please submit all questions, the completed questionnaire and any requested supporting documentation via e-mail to Tracie Hipwell, Senior Procurement Officer at <tracie.hipwell@lscft.nhs.uk>

Please note that the closing date for questions is 12 noon on Friday 23rd September 2022.

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| **ITQ Application Form**  **RW5/TH/22/89** | |
| **Applicant name and title** |  |
| **Organisation** |  |
| **E-mail** |  |
| **Phone** |  |
| **Project name** | **Provision of Brief Psychological Intervention Training to LSCFT** |

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| 1. **Describe the range of brief psychological intervention (BPI) training that your company provides. Please specify the format(s) in which the training is delivered and the duration of each course (500 words maximum) 10%** |
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| 1. **Describe your company’s experience in delivering BPI training and the skills and experience of the trainers you use (500 words maximum). 10%** |
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| 1. **How do you ensure that your trainers hold the appropriate qualifications and experience, and remain competent and up to date? (200 words maximum) 10%** |
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| 1. **How do you ensure the quality of the BPI training courses you deliver? What are the minimum and maximum number of students per cohort? Please include up to 3 example testimonies as appendices. (300 words maximum) 10%** |
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| 1. **What are the arrangements for back‐up trainers to be available if necessary in case of staff absence? (200 words maximum) 10%** |
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| 1. **From your understanding of LSCFT, what do you consider to be the potential “added value” of you providing a range of BPI training to clinical staff? (200 words maximum)**   **10%** |
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| 1. **What are the costs, (including vat) of your BPI training?**   **Please specify;**  **Cost per head**  **Cost per cohort, (please provide costs for both minimum and maximum number of students per cohort if different)**  **Please note that all costs submitted re above should include the cost of all required resources and any other relevant costs.**  **Additional travel and accommodation costs**  **35%** |
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| 1. **Do you provide discounts for volume spend? (150 words maximum)**   **5%** |
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