**Section I: Contracting authority**

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

Department for Education (DfE) / National College for Teaching and Leadership (NCTL)
Learning and Conference Centre, Triumph Road, Nottingham, NG8 1DH
UNITED KINGDOM

Contact point(s): Sherida Kirby, Commercial Team (NCTL)

E-mail: commercial.admin@education.gsi.gov.uk.

**Internet address (es):**

Electronic submission of tenders and requests to participate: <https://www.gov.uk/nctl-e-procurement-system-redimo>

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

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:** The above mentioned contact point(s)

**Tenders or requests to participate must be sent to:** 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**

Education - this contract is being advertised under the Light Touch Regime’.

I.4)**Contract award on behalf of other contracting authorities**: no

**Section II: Object of the contract**

II.1)**Description**

II.1.1)**Title attributed to the contract by the contracting authority:**

Initial Training For Educational Psychologists (ITEP) (**RFx101)**

II.1.2)**Type of contract and location of works, place of delivery or of performance**

Services
Service category No 24: Education and vocational education services

NUTS code UK

II.1.3)**Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves a public contract

II.1.4)**Information on framework agreement**

Not applicable – Terms and Conditions for this contract are available through the procurement process on REDIMO (see information below)

II.1.5)**Short description of the contract or purchase(s)**

**Background**

The NCTL is an executive agency of the Department for Education (the Department / DfE). It has responsibility, on behalf of The Secretary of State for Education, for ensuring the supply of high-quality teachers and training and for teacher regulation, delivering policy for teachers and instructors; those working in Early Years; classroom-based school support staff; special educational needs co-ordinators (SENCOs); educational psychologists and examination officers.

The priority to “commission post-graduate doctoral qualification training for educational psychologists.” is laid out in the NCTL Business plan for 2015-16.

The Children and Families Act (2014) gave educational psychologists an extended remit to work with children and young people 0-25 years plus young offenders. It also placed a statutory duty on the profession, to provide psychological input into the new Education, Health and Care (EHC) plans.

**The new contract**

The contract with the incumbent supplier expires on 31 August 2015 and a new contract is being tendered to enable recruitment activity from September 2015 of a new intake for academic year 2016/17.

NCTL is therefore seeking a national training provider(s) to:

* deliver the Health and Care Professions Council (HCPC) accredited (or equivalent) doctorate level, initial training for educational psychologists to ensure a continual flow of newly qualified educational psychologists to the workforce in England.
* the programme will run on a three year cycle, and will include, year one university based with short practice placements, in years two and three trainees will work in an educational psychology service, alongside a senior educational psychologists on practice placement.
* the successful contractor (s) will need to deliver a continual supply of newly qualified educational psychologists to the workforce in England until 2019-20, with an option to for an additional intake from September 18 to be completed by 2021 subject to The Secretary of State priorities. This means:
* recruitment of 150 trainees on to ITEP in England starting in 2016 and a further intake of 150 starting in 2017
* the provision of high quality practice placements, that meet the HCPC and professions Practice Placement Partnership Framework standards, for all ITEP NCTL funded trainees in all three years as per course requirements.
* A regional spread of training provision across the north, midlands and southern (including London) England.

NCTL may also require the recruitment and delivery of an additional intake covering the period 2018 to 2021 subject to continued Government/Ministerial support and funding, plus the satisfactory delivery of the programme and its outcomes in line with agreed key performance indicators and service level agreements. Recruitment for this intake would start in September 2017 with delivery starting in August 2018 and finishing in August 2021 and your bidding organisations must be able to commit to delivery of this requirement should NCTL exercise its right under the Contract to request it.

**This contract is being advertised under the ‘Light Touch Regime’.**

II.1.6)**Common procurement vocabulary (CPV)**

80000000

II.1.7)**Information about Government Procurement Agreement (GPA)**

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

II.1.8)**Lots**

This contract is divided into lots: no

II.1.9) **Information about variants**

II.2)**Quantity or scope of the contract**

II.2.1)**Total quantity or scope:**

The anticipated maximum whole life contract cost will be up to a maximum value of £21,790,000 GBP (inclusive of all expenses and of VAT (where applicable) at the UK prevailing rate, currently 20%). The anticipated whole life contract cost covers the Initial Term of the contract plus the provision of an additional intake if required by the NCTL. Please note that contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands.

II.2.2)**Information about options**

Options: Yes

II.2.3)**Information about renewals**

This contract is subject to renewal: Yes

II.3) **Duration of the contract or time limit for completion**

Duration in months: a maximum of 71 months subject to (an additional intake covering the period 2018 to 2021)

Any additional intake will be subject to the continued support and funding by government and the satisfactory delivery of the programme and its outcomes in line with agreed key performance indicators and service level agreements.

**Section III: Legal, economic, financial and technical information**

III.1)**Conditions relating to the contract**

The Terms and Conditions and the evaluation criteria, available through REDIMO (see information below), set out all conditions relating to this contract.

III.1.1)**Deposits and guarantees required:**

The Terms and Conditions and the evaluation criteria, available through REDIMO, set out all conditions relating to this contract.

III.1.2)**Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**

The Terms and Conditions and the evaluation criteria, available through REDIMO, set out all conditions relating to this contract.

III.1.3)**Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**

Company, Prime Contractor, Joint Venture, or Special Purpose Vehicle (SPV). In the event that a consortia bid is successful the Authority will anticipate the creation of an appropriate legal vehicle/SPV to provide satisfaction on capacity.

If the potential supplier bidding for the requirement is part of a consortium joint venture or SPV, the Authority will require full details of the consortium joint venture or SPV.

Potential suppliers should provide details of the actual or proposed percentage shareholding of the constituent members within the consortium in a separate attachment. If a consortium is not proposing to form a corporate entity, full details of alternative proposed arrangements should be provided in the attachment. Please note that NCTL reserves the right to require a successful consortium to form a single legal entity.

The Authority recognises that arrangements in relation to consortia may (within limits) be subject to future change. Potential consortia should therefore respond in the light of the arrangements as currently envisaged. Potential consortia are reminded that any future proposed change in relation to consortia must be notified to the Authority so that it can make a further assessment by applying the selection criteria to the new information provided.
If an SPV is formed by a single organisation to separate liabilities from the parent company then NCTL would require a parent company guarantee.

III.1.4)**Other particular conditions**

III.2)**Conditions for participation**

The Terms and Conditions and the evaluation criteria, available through REDIMO, set out all conditions relating to this contract.

III.2.1)**Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: Please refer to the tender documentation.

Minimum level(s) of standards required: Please refer to the tender documentation.

III.2.2)**Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: Bidder responses will be used to undertake an assessment of their organisation's economic and financial standing. Bidders will be contacted by the Authority if this assessment identifies that a parent or other type of guarantee is required.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if the requirements are met: Responses will be used to undertake an assessment of your organisation's technical and professional ability to provide the goods/services.

Where the Potential Supplier is a SPV and not intending to be the main provider of the goods or services, the information requested should be provided in respect of the principal intended provider of the goods or services.

III.2.4)**Information about reserved contracts**

Not applicable.

III.3)**Conditions specific to services contracts**

Please refer to the tender documentation on REDIMO.

III.3.1)**Information about a particular profession**

Execution of the service is reserved to a particular profession: no

III.3.2)**Staff responsible for the execution of the service**

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: no

**Section IV: Procedure**

IV.1)**Type of procedure**

IV.1.1)**Type of procedure**

Open

IV.1.2)**Limitations on the number of operators who will be invited to tender or to participate**: none

IV.1.3)**Reduction of the number of operators during the negotiation or dialogue**: not applicable

IV.2)**Award criteria**

IV.2.1)**Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2)**Information about electronic auction**

An electronic auction will be used: no

IV.3)**Administrative information**

IV.3.1)**File reference number attributed by the contracting authority:**

**RD???** – Initial Training For Educational Psychologists (ITEP)

IV.3.2)**Previous publication(s) concerning the same contract**

IV.3.3) **Conditions for obtaining specifications and additional documents or descriptive document**

Please refer to the tender documentation on REDIMO.

IV.3.4)**Time limit for receipt of tenders or requests to participate**

22.06.2015, 11:00

IV.3.5)**Date of dispatch of invitations to tender or to participate to selected candidates**

IV.3.6)**Language(s) in which tenders or requests to participate may be drawn up**

English

IV.3.7)**Minimum time frame during which the tenderer must maintain the tender**

Please refer to the tender documentation on REDIMO

IV.3.8)**Conditions for opening of tenders**

Please refer to the tender documentation on REDIMO

**Section VI: Complementary information**

VI.1)**Information about recurrence**

This is a recurrent procurement: no

VI.2)**Information about European Union funds**

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

VI.3)**Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of bidders will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

**RFx101 Contract Period**This notice pertains to the award of a contract for which the duration of a maximum of 71 months (subject to an additional intake covering the period 2018 to 2021) and is expected to be from contract award in July/ August 2015, subject to the agreement of DfE Ministers.

The contract will include: recruitment to a 2016 intake from September 2015; ITEP programme delivery from September 2016;

NCTL may also require the recruitment and delivery of an additional intake covering the period 2018 to 2021. Recruitment for this intake would start in September 2017 with delivery starting in September 2018 and finishing in August 2021 and your organisation must be able to commit to delivery of this requirement should NCTL exercise its right under the Contract to request it.

Any additional intake will be subject to the continued support and funding by government and the satisfactory delivery of the programme and its outcomes in line with agreed key performance indicators and service level agreements

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NCTL may also require the recruitment and delivery of an additional intake covering the period 2018 to 2021 subject to continued Government/Ministerial support and funding, plus the satisfactory delivery of the programme and its outcomes in line with agreed key performance indicators and service level agreements. Recruitment for this intake would start in September 2017 with delivery starting in September 2018 and finishing in August 2021 and bidding organisations must be able to commit to delivery of this requirement should NCTL exercise its right under the Contract to request it.

The Contracting Authority/Department reserve the right to terminate any agreement should funding be withdrawn, changed or there is an significant change in government policy relating to the delivery of the programme and outputs required as part of this contract, by giving 3 months’ notice.

**Indicative key dates for this procurement activity.**22May 2015 – issue of invitation to tender via REDIMO
22 June 2015, 11.00 am – deadline date for bids
August 2015 – indicative contract start (subject to agreement with DfE ministers)

**Registration for the procurement**.
This procurement will be run through an e-procurement system Redimo2. Redimo2 is used for contracting for works, goods and services that are awarded following an electronic competitive tendering process. Registration allows organisations to e-tender for procurement opportunities.

If your organisation is interested in participating in this procurement (**RFx101**) you will need to register on Redimo2 (If you are not already). Please register at <https://www.gov.uk/nctl-e-procurement-system-redimo>

NB (This will be an open tender published through the 80000000 (educational services) classification code. Therefore to ensure notification when this opportunity goes live, please ensure that you register against this code.)

Please e-mail our helpdesk mailto:commercial.admin@education.gsi.gov.uk if you have any queries with registering your details on Redimo2.

Once the Invitation to Tender is launched it will be visible for bidders to respond. This Invitation to Tender is due to be launched on Friday 22May 2015.

All Tender documentation will be made available from Redimo2 and Bidders should ensure that they have read **all** documentation prior to submitting a response.

All bidders may be required to sign a Non-Disclosure Agreement before key documents can be released via REDIMO.  Bidders will be notified via REDIMO should this be required.

**Where appropriate, the successful bidder will be required to deliver a Deed of Guarantee at the same time as the execution of the Agreement**.

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VI.4)**Procedures for appeal**

VI.4.1)**Body responsible for appeal procedures**

Address in 1 in the first instance

VI.4.2)**Lodging of appeals**

Address in 1 in the first instance

VI.4.3)**Service from which information about the lodging of appeals may be obtained**

**Precise information on deadline(s) for lodging appeals:** The ContractingAuthority will incorporate a minimum ten calendar day (when using electronic means) standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a contract before a contract is executed/signed (as appropriate) in accordance with Public Contracts Regulations.

VI.5) **Date of dispatch of this notice:**