

United Kingdom-Cardiff: Training services
OJ S 66/2017 04/04/2017
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Wales Audit Office
Postal address: 24 Cathedral Road
Town: Cardiff
NUTS code: UKL22 Cardiff and Vale of Glamorgan
Postal code: CF11 9LJ
Country: United Kingdom
E-mail: Tenders@audit.wales
Telephone: +44 2920320500
Fax: +44 2920320600

Internet address(es):

Main address: www.audit.wales
Address of the buyer profile: http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0519

I.3. Communication

Access to the procurement documents is restricted. Further information can be obtained at: <http://www.sell2wales.gov.wales/>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <http://www.sell2wales.gov.wales/>

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Other activity: audit services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Provision of ACA Training Services.
Reference number: 64608

II.1.2. Main CPV code

80500000 Training services

II.1.3. Type of contract

Services

II.1.4. Short description

The Wales Audit Office seeks to engage a training provider for the provision of professional ACA training to its graduate accountancy trainees over a 4 year programme, with option to extend for an additional 2 years.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

80511000 Staff training services, 80520000 Training facilities, 80521000 Training programme services, 80531200 Technical training services

II.2.3. Place of performance

NUTS code: UKL22 Cardiff and Vale of Glamorgan

Main site or place of performance: South Wales — predominantly at supplier venue (or supplier sourced venue) and small proportion at Wales Audit Office's Cardiff office.

II.2.4. Description of the procurement

The Wales Audit Office is looking for a supplier to be appointed for the provision of professional training to graduate trainees to support the Auditor General for Wales. The successful supplier will provide financial audit ACA (ICAEW) training. The training will consist of, but is not limited to, face-to-face training of 6-12 trainees (per annual cohort) progressing through professional stages of study, leading induction meetings, administration of and supply of all training materials, examinations and associated fees, and any e-learning as appropriate. The training provider must be a recognised ICAEW Partner in Learning to participate in this procurement.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Course structure, training methods and location suitable to specification of requirements / Weighting: 10

Quality criterion - Name: Evidence of suitably qualified and experienced staff / Weighting: 10

Quality criterion - Name: Evidence of technical and administrative systems to deliver the programme effectively / Weighting: 10

Quality criterion - Name: Suitable data protection and continuity arrangements in place / Weighting: 5

Quality criterion - Name: Ability to fulfil obligations under the welsh language scheme relevant to this contract / Weighting: 5

Quality criterion - Name: Evidence of effective quality assurance, accessibility and ability to respond effectively to reasonable adjustments / Weighting: 10

Quality criterion - Name: Effective communication in resolving issues and concerns, effective liaison and contract management / Weighting: 5

Quality criterion - Name: Evidence of proven track record through effective ICAEW partnership and/or similar relevant experience / Weighting: 10

Quality criterion - Name: Evidence of proven track record through previous exam success rates / Weighting: 10

Cost criterion - Name: Total cost of training and all associated costs, inclusive of trainers' travel and subsistence, training premises and certificate level exam fees / Weighting: 25

II.2.6. Estimated value

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

Duration in months: 48

This contract is subject to renewal: yes

Description of renewals:

The Authority may extend the contract by an additional 2 years on an annual basis, subject to review. Under exceptional circumstances up to a maximum of 3 years.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

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

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:

Suppliers must be registered as ICAEW Partners in Learning to participate in this procurement.

III.1.2. Economic and financial standing

Minimum level(s) of standards possibly required:

As defined in the European Single Procurement Document, economic and financial standing to demonstrate ability to fulfil obligations under the contract. Minimum standard being turnover commensurate with at least 50 per cent of the value of the training delivery element of the contract (excluding exam fees payable to third party).

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

III.2. Conditions related to the contract

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

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

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

Date: 12/05/2017 Local time: 12:00

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

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

English, Welsh

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 4 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 12/05/2017 Local time: 12:00

Place:

Wales Audit Office, 24 Cathedral Road, Cardiff.

Information about authorised persons and opening procedure: The authorised person will unlock the postbox after the deadline for receipt of tenders has passed and will record receipt of tenders.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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

The value of the contract is estimated based on a range dependent on the number of graduate trainees undertaking professional study. The value includes for third party examination fees applicable and all associated training costs. The extent of this range is estimated to be from 250 000 to 450 000 GBP (up to a maximum 750 000 GBP if extended and subject to review). The range reflects a number of inherent uncertainties, such as achieving recruitment targets; the extent of trainee exemptions from professional examinations; loss of trainees following exam failures or for other reasons; and, additional examination resit fees.

Note: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at http://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=64608

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.sell2wales.gov.wales/sitehelp/help_guides.aspx Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. (WA Ref: 64608).

The buyer considers that this contract is suitable for consortia.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Wales Audit Office

Postal address: 24 Cathedral Road

Town: Cardiff

Postal code: CF11 9LJ

Country: United Kingdom

Telephone: +44 2920320500

Fax: +44 2920320600

Internet address: www.audit.wales

VI.5. Date of dispatch of this notice

03/04/2017