

DECISION NOTICE


(RECORDING OF DECISIONS MADE BY INDIVIDUALS)

1. Decision Summary:

Decision Maker	Date of Decision
GMCA Chief Executive and GMCA treasurer	5 th January 2022
Date Decision Published	Date Decision will come into force
6 th January 2022	13 th January 2022
Subject: ESF Skills for Growth Commissioning – Lean Manufacturing & Management Skills contract award	
Reason for urgent decision: N/A	

Type of Decision: Non Mayoral or Mayoral Decision Made by Officers Non Mayoral, GMCA Chief Executive and GMCA treasurer

2. Details of the Decision:

The decision is that:
<p>Following a competitive procurement process using GMCA’s Education Work and Skills Flexible Procurement System, GMCA wishes to award a £1.2m contract to Instep UK Ltd. This is part of the Skills for Growth programme and focuses on Lean Manufacturing & Management Skills.</p> <p>Delivery is expected to start no later than end of January 2022, enrolments must finish by end of March 2023, and all contract activity and support must conclude by the end of September 2023. Exceptional performance may result in discussions around extension option being implemented.</p> <p>GMCA’s Specification:</p> <div style="text-align: center;">  SFG - Manufacturing Spec </div>
The reasons for the decisions are:

<p>GMCA have run a competitive process and Instep UK's submission scored highly after evaluation.</p> <p>1 submission was received and was sent to a full evaluation panel. The submission was checked by GMCA's Information Governance Team and was found to be acceptable. The finances of the bidding company were also checked, along with the safeguarding policy submitted.</p> <p>The Invitation to Tender comprised of 3 parts, covering (75%) Quality, (15%) Social Value and (10%) Price.</p> <p>The Successful provider's scores were deemed acceptable and comprehensive throughout their submission and offered an economically advantageous tender. Despite being the only bid, the evaluation panel felt that Instep UK's scores were sufficient for the procurement process to continue without reopening this tender to the market. The panel felt that the bidder's delivery model exceeded expectations. They were also pleased with the bidder's mobilisation plan, and responses looking at track record, engagement and stakeholder management, as well as performance management and monitoring.</p> <p>Following the moderation, Instep UK were written to, asking them to submit a clarification response to allow the panel to receive some additional details around their bid. The organisation were asked to resubmit or provide additional clarification and detail around their pricing schedule, looking at the financial value for money response and staffing breakdown. Following receipt of the response, the panel were satisfied that the moderation scores were accurate, and Instep UK should be awarded the ESF Skills for Growth Commissioning – Lean Manufacturing & Management Skills contract.</p>
<p>Alternative options considered and rejected when making the decision:</p>
<p>List Non-confidential reports Reports to be considered that can be made available to the public</p>
<p>List Confidential reports Reports to be considered which contain confidential or exempt information</p> <ul style="list-style-type: none"> • D3 Key Decision Notice • ESF Skills for Growth – Lean Manufacturing & Management Skills Award Report

3. Conflict of Interest:

Record of any conflict of interest declared by any Member who is consulted by the member or officer which related to the decision:
As part of the procurement process, GMCA ensured that all members of the evaluation panel and project team communicated any conflict of interests and signed declaration forms confirming that there were no conflicts of interest.
Dispensation granted by the Head of Paid Service in respect of any conflict of interest declared:
No conflicts of interests were declared.

4. Register of Key Decisions:

Register of Key Decisions Reference	
Or if not published in the Register of Key Decisions - Reasons for general or special urgency such that it was not published in the Register of Key Decisions	

5. Scrutiny Call In:

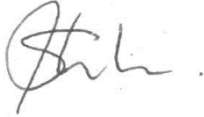
Call-in deadline	4pm on 13 th January 2022
Or if Exempt from Call-in explain how any delay would seriously prejudice the legal or financial position of the GMCA or the Constituent Councils, or the interests of the residents of Greater Manchester	
Scrutiny Chair who agreed the urgency	

6. Signature of Decision Maker/s:

Chief Executive Office, GMCA & TfGM



Signed:
5th January 2022
Date:



Signed:

Date:5th January 2022

7. For delegated decisions which are to be made in consultation with others please include:

Name/s of politician/s or Officer/s who must be consulted (if any)	Consultee signature: by signing this decision notice you confirm that you have been consulted on this decision

NOTE:

Both Mayoral and Non Mayoral Decisions made by Officers will be available for public inspection at the GMCA's offices and on the GMCA's website.