



Dynamic Purchasing System

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Flexible Support Fund

- The FSF supports Jobcentre Plus District Managers to deliver elements of our service in the way that meets their districts priorities
- Operational colleagues such as Work Coach Team Leaders, Disability Employment advisers and Work Coaches are actively involved in identifying provision gaps
- Previously ad-hoc contracts and grant funding were the primary route ways for purchasing provision at scale, this has been replaced by Dynamic Purchasing System (DPS)

What is the DPS

- The DPS is an electronic process for setting up and maintaining a list of suppliers from whom provision can be procured locally as and when the need arises.
- DPS is administered via e-Procurement which requires suppliers to register on the DWP Bravo Solution system.
- The DPS comprises an “Employability Journey” which details a number of Service Categories along with supporting narratives to explain what type of provision DWP may be buying.
- There is no minimum contract value and the maximum contract value that can be awarded is £499,999

Dynamic Purchasing System

- 1100 suppliers have submitted DPS Pre Qualifying Questionnaire
- 1050 suppliers now accredited on to the DPS
- 961 suppliers have uploaded offers to Basware
- 5280 different offers on Basware
- 225 call off contracts issued since Oct-16
- £9M of DPS contracts issued

- Data correct as of 02.11.2017

Dynamic Purchasing System Process

► 3 Stage process:

Stage 1	Bravo Accreditation	The Instructions to Potential Suppliers provides guidance on the Bravo Accreditation Process
Stage 2	Basware Registration	FSF Supplier Guide for Basware Registration
Stage 3	Basware Content Upload	Supplier Service Offer Factsheet Upload Guidance

Dynamic Purchasing System Process

Stage 1	Bravo Accreditation	The Instructions to Potential Suppliers provides guidance on the Bravo Accreditation Process
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- A potential supplier would need to register on DWP's e-procurement system – Bravo
https://dwp.bravosolution.co.uk/web/login.shtml?_ncp=1454488009758.468-1
- Select: pqq_28744 Dynamic Purchasing System for the Provision of Work Focused Activities national
- Once the PQQ page opened click on the green box “Express Interest”, you will then be able to download all the ITT documents.



Welcome to the DWP eProcurement Solution



View current opportunities

Pan-government
opportunities

Past opportunities

TED (Tenders Electronic
Daily)

SIMAP portal - European
Public Procurement

Crown Commercial Service

Gov.UK Contracts Finder –
for info only

Contracts Finder 2

About this website

This website provides a suite of collaborative, web-based tools that enable procurement professionals and suppliers to conduct the strategic activities of the procurement lifecycle over the internet.

It provides a simple, secure and efficient means for managing tendering and quotation activities reducing the time and effort required for both buyers and suppliers.

Registration

To view current tender opportunities please select [View current opportunities](#) from the menu items on the left. To respond to a tender or to access contract information, you will first need to register on the site using the register button

Registering will save suppliers time and effort

- » responding to tenders and auctions
- » viewing upcoming opportunities
- » managing contracts online
- » maintaining classification
- » managing contract information



Log in

username

Enter your username

password

Log in

[Forgot your password?](#)

Registration

Register

[Click here for details on how to register](#)

Contact us


eProcurement helpdesk

Phone 0800 368 4850

help@bravosolution.co.uk

[Call me back](#)

Bravo Solution Supplier Home Page

 Department for Work & Pensions

Welcome to the
DWP eProcurement Solution

[Logout](#)
[Manage Your Profile](#)
[Modify Password](#)
[Manage Users](#)

Thank you for registering on DWP eProcurement Solution

This service provides a secure and efficient means for you to engage in [Tender "Projects"](#) with our Buyers.

Pre-Qualification Questionnaires for new EU procurements are available by clicking on ["PQQs Open to All Suppliers"](#).

Once you have expressed interest in a PQQ it will move to your ["My PQQs"](#) page, where you can download any documentation and submit your response.

Buyers may invite you to participate in Invitations to Tender. The ["My ITTs"](#) page allows you to view and respond to any ITT to which you have been invited.

Some Invitations to Tender are open to all suppliers. The ["ITTs Open to All Suppliers"](#) page allows you to express interest in these ITTs and move them to your ["My ITTs"](#) page.

Please ensure that you review and update your Supplier Profile regularly using the 'Manage Your Profile' function. To amend your organisation name, you must email the eProcurement Helpdesk (help@bravosolution.co.uk) from the email address registered to the account, stating the current and new organisation name and referencing the DWP eProcurement platform.

A free helpdesk is available to support you in using this service. If you require any assistance then please contact the helpdesk as soon as possible.

[» Dashboard](#)
[» Projects](#)
Pre-Qualification Questionnaires (PQQs)
[» My PQQs](#)
[» PQQs Open to All Suppliers](#)

Invitations To Tender (ITTs)
[» My ITTs](#)
[» ITTs Open to All Suppliers](#)

[» Auctions](#)
[» File Sharing](#)

Supplier online Help
[Supplier's Help](#)
[Click here for details on how to respond to an online tender](#)

Contact us
eProcurement helpdesk
Phone 0800 368 4850
help@bravosolution.co.uk

Bravo Solution – PQQ Open to All Suppliers Page



My PQQs PQQs Open to All Suppliers

Select a Filter

	PQQ Code	PQQ Title	Project Code:	PQQ Status	Time Limit for Expressing Interest ▲	Buyer Organisation
1	pqq_28727	Dynamic Purchasing System for the Provision of Work Focused Activities in Central England Group (2)	project_18757	Running	30/09/2016 15:00	Department for Work and Pensions
	pqq_28744	Dynamic Purchasing System for the Provision of Work Focused Activities national	project_19345	Running	31/07/2020 00:00	Department for Work and Pensions

Total 2

10 Page 1 of 1

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^ Top

Bravo Solution Supplier Home Page



Department for Work & Pensions

▼ PQQ: pqq_28744 - Dynamic Purchasing System for the Provision of Work Focused Activities national

Running

Project: project_19345 - Dynamic Purchasing System for the Provision of Work Focused Activities

Closing Date: 31/07/2020 00:00:00

Express Interest

Decide Later

Printable View

Response Status

Response Status

Response Not Submitted To Buyer

Overview

PQQ Code

pqq_28744

PQQ Description

The aim of this project is to establish a Dynamic Purchasing System (DPS) to support the procuring of Flexible Support Fund Work Focused Activities across England, Wales and Scotland. The initial stage of the project requires potential Suppliers to submit a Pre Qualification Questionnaire (PQQ) and outline proposals for the delivery of work focused activities that will support the target Claimant groups to improve their prospects of securing work.

Test PQQ

No

PQQ Title

Dynamic Purchasing System for the Provision of Work Focused Activities national

Type of Supplier Access

PQQ Open to All Suppliers

Buyer Organisation

Department for Work and Pensions

Stage 2 – Basware Registration Guidance

Stage 2

FSF Supplier Guide for
Basware Registration

- ▶ Guidance on how to register on Basware can be found on Bravo.
- ▶ You MUST have a DUNS number before you can register on the Basware Network.
- ▶ Please ensure that the email address: support@procserve.com is added to your whitelist as an approved email account so that it's not marked as spam/junk.



Stage 3 – Supplier Service Offer Factsheet(s) Upload Guide

Stage 3	Supplier Service Offer Factsheet Upload Guide
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- ▶ Guidance can be found on Bravo.
- ▶ This part of the process enables you to complete the filters that refer to the provision you offer and upload the Supplier Service Offer Factsheet providing the detail of your offer.
- ▶ Remember your offer must fit with the requirements of the Employability Journey.

SUPPLIER SERVICE OFFER FACTSHEET

Provide a detailed description of the intervention/course/provision in the space provided – starting on the next page. This must be no more than **2 pages of A4**, in **Arial Font 12** and must include the following as a minimum:

1. Content of provision and how it would be delivered;
2. Details and evidence of how your provision will ensure that the claimant will: move closer to work/ move into work or remain in work (as appropriate);
3. Your performance offer i.e. what will the outcomes (e.g. % job outcomes and outputs (e.g. Action Plans) be, together with your supporting rationale;
4. How you will manage the performance of the provision to ensure outcomes and / or outputs are achieved



Dynamic Purchasing System

**Employability
Journey**

DPS Employability Journey – National final

Category	1 Engagement	2 Moving towards work	3 Support for hardest to help with complex & multiple barriers	4 Supporting hardest to help into work	5 Addressing barriers	6 Skills for work	7 Getting jobs	8 Keeping jobs
Overview	Encourage engagement by potential JCP customers who traditionally find it difficult to access our services	Support people who are unlikely to look for work without some help to increase motivation/confidence	Requirement for support for hardest to help – SJ outcome only	Tailored support for hardest to help – with job outcome expectation	Support to overcome barriers to getting a job	Skills training, <u>but only</u> If contract is over £50,000 or For a DPS 'routeaway' - across more than one category including skills training	Support people to be proficient and self sufficient in job hunting	In work support
Content	Outreach to promote DWP Services Innovative Activities to engage people e.g. Young People Local or specialised delivery for specific communities Black Minority Ethnic communities Asian Women Gang Members, Those affiliated with gangs NEET Isolated communities 1-1 mentoring / counselling	Full Diagnostic Interview & Work Plan Identifying primary & secondary barriers Understanding the world of work including self employment Self Awareness and Self Presentation Skills Experience Personal Circs Health/Disability Job Hunting Skills Attitude to finding work Confidence building & Motivation Challenging negative attitudes Promoting positive attitudes Pros & Cons of work versus non-work Devising work plan ESOL Literacy/Numeracy assessment only	Tailored intensive support for people with significant barriers who are too far away from the labour market to move straight into work. Suitable for people with <ul style="list-style-type: none"> • moderate learning difficulties • Complex/multiple barriers • Entrenched worklessness 	Tailored intensive support for people with significant barriers – for those where work is an immediate realistic prospect once barriers are addressed Full diagnostic interview and work plan to identify primary and secondary barriers with support to overcome <ul style="list-style-type: none"> • Literacy/ Numeracy/ESOL • Health & disability Issues including Mental Health • Drugs/alcohol substance abuse • Mild learning difficulties • Homelessness • Offending Issues 	Support to improve motivation/confidence and overcome practical barriers to work Full diagnostic interview and work plan to identify primary and secondary barriers to overcome <ul style="list-style-type: none"> • Entrenched worklessness • Literacy/ Numeracy/ESOL • Debt and Money management • Caring responsibilities 	Short certificated courses leading directly to a job Short Sector specific training and skills shortage training leading directly to a job	Realistic career / work planning Full Diagnostic Interview & Work Plan Identifying primary & secondary barriers Skills Experience Personal Circs Health & Disability Personal Skills & Personal Resilience Job hunting skills CVs; Job Application techniques; Interview preparation; Interview skills; follow up;	Planning to stay in work Finances Contingency In work support Buddying Mentoring
Funding model (single category)	30% start fee 70% completion fee			20% start fee, 60% completion fee, 30% job outcome	10% start fee, 30% completion fee, 60% job outcome			25% start fee, 75% completion fee
Performance	100% of completers to complete an action plan		100% of completers to complete an action plan and/or 100 % to achieve an agreed SJ outcome	30% Job Outcomes – in work 4weeks in a 13 week tracking window	45% Job Outcomes – in work 4weeks in a 13 week tracking window	60% Job Outcomes – in work 4weeks in a 13 week tracking window	45% Job Outcomes – in work 4weeks in a 13 week tracking window	100% - signed Mentoring Agreement 75% signing Mentoring Agreement will be in employment 13 weeks after date mentoring agreement was signed



Employability Journey – 8 Categories / 5 Route ways

1. Engagement

- ▶ Outreach to promote DWP services
- ▶ Black Minority Ethnic communities
- ▶ Asian Women
- ▶ Gang Members
- ▶ NEETs
- ▶ Rural communities





Employability Journey – 8 Categories / 5 Route ways

2. Moving towards work

- ▶ Identifying barriers
- ▶ Understanding the world of work
- ▶ Job hunting skills
- ▶ Confidence building & motivation
- ▶ Pro and cons of work vs non work
- ▶ Devising work plan





Employability Journey – 8 Categories / 5 Route ways

3. Support for hardest to help with complex and multiple barriers

- ▶ Tailored intensive support for people with significant barriers who are too far away from the labour market to move directly into work
 - Moderate learning difficulties
 - Complex/multiple barriers
 - Entrenched worklessness





Employability Journey – 8 Categories / 5 Route ways

4.Supporting hardest to help into work

- ▶ Tailored intensive support for people with significant barriers where work is a realistic prospect once barriers addressed
 - Literacy/numeracy/ESOL
 - Drugs/alcohol abuse
 - Homelessness
 - Mild learning difficulties
 - Offending issues
 - Health and disability (inc Mental health)





Employability Journey – 8 Categories / 5 Route ways

5. Addressing barriers

Support to improve motivation/confidence and overcome practical barriers to work

- ▶ Entrenched worklessness
- ▶ Literacy/numeracy/ESOL
- ▶ Debt and money management
- ▶ Caring responsibilities





Employability Journey – 8 Categories / 5 Route ways

6. Skills for work

Skills Training, only for contract £50K and above or as part of a route way across more than one category

- ▶ Short certificated courses leading directly to a job
- ▶ Short sector specific training and skills shortage training leading directly to a job





Employability Journey – 8 Categories / 5 Route ways

7. Getting Jobs

Support people to be proficient and self sufficient
in job hunting

- ▶ Realistic career/work planning
- ▶ Identifying primary/secondary barriers
- ▶ Personal skills & resilience
- ▶ Job hunting skills
- ▶ CV's, job applications techniques, interview preparation, interview skills, follow up





Employability Journey – 8 Categories / 5 Route ways

8. Keeping Jobs

In work support

- ▶ Planning to stay in work
- ▶ Finances contingency
- ▶ In work support
- ▶ Buddying/mentoring



Agreed routeways

<u>Routeway</u>	Funding Model	Performance
<u>R1:</u> Engagement (1), Moving towards work (2) and Support for hardest to help with complex and multiple barriers (3)	30% Start fee 70% completion fee	100% of completers to complete an action plan
<u>R2:</u> Supporting Hardest to help into work (4) and Skills for Work (6).	20% Start Fee 30% Completion Fee 50% Job Outcome	40% Job Outcomes – in work 4 weeks 13 weeks tracking period.
<u>R3:</u> Addressing barriers (5) and Getting jobs (7)	10% start fee 30% completion fee 60% Job outcome	45% Job outcomes – in work 4 weeks 13 weeks Tracking
<u>R4:</u> Skills for work (6) and Getting Jobs (7)	10% start fee 30% completion fee 60% Job outcome	60% Job outcomes – in work 4 weeks 13 weeks Tracking
<u>R5:</u> Engagement (1), Moving towards work (2) Support for hardest to help with complex and multiple barriers (3) Supporting hardest to help into work (4)	20% Start Fee 50% Completion Fee 30% Job Outcome	100% of completers to complete an action plan 30% Job Outcomes - – in work 4 weeks 13 weeks Tracking

Category	1. Engagement	2. Moving towards work	3. Support for hardest to help with complex & multiple barriers
Funding model (single category)	30% start fee 70% completion fee		
Performance	100% of completers to complete an action plan		100% of completers to complete an action plan and/or 100 % to achieve an agreed SJ outcome

4. Supporting hardest to help into work	5. Addressing barriers	6. Skills for work	7. Getting jobs	8. Keeping jobs
20% start fee, 50% completion fee, 30% job outcome	10% start fee, 30% completion fee, 60% job outcome			25% start fee, 75% completion fee
30% Job Outcomes – in work 4weeks in a 13 week tracking window Definition Job Outcome for UC claimants: earns over £338.00	45% Job Outcomes – in work 4weeks in a 13 week tracking window	60% Job Outcomes – Job Outcomes – in work 4weeks in a 13 week tracking window	45% Job Outcomes – Job Outcomes – in work 4weeks in a 13 week tracking window	100% - signed Mentoring Agreement 75% signing Mentoring Agreement will be in employment 13 weeks after date mentoring agreement was signed



How are suitable supplier offers selected?

- ▶ Location
- ▶ Claimant Group
- ▶ Service Category
- ▶ Volumes
- ▶ 1-2-1/Group delivery
- ▶ Lead Time



Award of Call-Off Contracts

- ▶ The short listed suppliers Factsheet's are scored against four quality criteria to determine suitability of provision:
 - Evidence that the provision will move claimants closer to work/into work or help them remain in work
 - Performance expectations and robustness of supporting rationale
 - Overall fit of provision content and delivery with call of requirements
 - Evidence that adequate (proportionate) performance management systems will be in place
- ▶ Suppliers that meet the minimum threshold for quality are then assessed on price



How can I improve my chance of being selected?

- ▶ Quarterly DPS newsletters are issued to all suppliers on Bravo highlighting current district priorities and hints and tips to ensure your offer has the best chance of being selected in to the evaluation
- ▶ Suppliers with non-compliant offers will receive feedback detailing which questions were not answered or other non-compliance with the supplier service offer

How can I improve my chance of being selected?

Contracts Finder holds a list of all successful DPS procurements over £10,000



GOV.UK

Contracts Finder

Contract ID and Full Name	Number of supplier offers evaluated	Service Category or Routeway	Number of participants	Contract Start Date
CEG DPS LN058 Leicester older workers support	7	2 Moving towards work	30	10/10/2016
CEG DPS MS048 Telford confidence building	1	5 Addressing barriers	24	17/10/2016
CEG DPS EA042 Peterborough self employment business support	1	2 Moving towards work	150	17/10/2016
CEG DPS LNRNEEOO1 Newark support for entrenched worklessness	1	5.1 Entrenched Worklessness	50	31/10/2016
CEG DPS MS049 Oswestry confidence building	1	7 Getting a job	24	31/10/2016
CEG DPS MS057 Telford & Wrekin lone parent support	1	5.4 Caring Responsibilities	50	21/11/2016



Questions