

I am writing to you today regarding the procurement of First Aid Training services within the council/ This could be namely 'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other related training that distinctly includes the phrase 'First Aid'.

**1. Was the provision of the above training the subject of a framework or contract process?**

No we have no framework or dedicated contract.

**2. Could you provide a list of Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages\***

Not applicable

**3. Contract values of each framework/contract (& any sub lots), year to date:**

Not applicable

**4. Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?**

Not applicable

**5. Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?**

Not applicable

**6. Who is the senior officer (outside of procurement) responsible for this contract?**

Not applicable

**7. Could you advise what the local authority pay for the following training at the council: 'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other related training that distinctly includes the phrase 'First Aid'. I understand that this can be paid for on the basis of a per person cost, or a per course cost. Could you please denote which of these is appropriate to the current rate paid.**

We normally only run one course per year either 'First Aid at Work' or 'Emergency First Aid at Work' the costs of these courses vary dependant on the supplier and staff numbers being trained so we can not give a figure. For individual training the cost is approximately £310+VAT for the first aid at work training.

**8. How many individuals were trained and how many training courses delivered for the following courses: 'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other**

**related training that distinctly includes the phrase 'First Aid'. We normally only run one course per year either 'First Aid at Work' or 'Emergency First Aid at Work'.**

We have not run any courses over the past 12 months but we would normally train up to 12 staff either through a “block” course or individual training, the numbers vary each year dependant on requirements.

**9. If this training has been the subject of a procurement process can you please provide me with a copy of the successful / winning tender. \*For clarity, the details of the successful and unsuccessful suppliers are kept in the strictest confidence. These details are used only to contact and support suppliers regarding their bidding activity for the relevant contracts.**

Not applicable

Further queries on this matter should be directed to [foi@cambridge.gov.uk](mailto:foi@cambridge.gov.uk)