

## **Request for Quotation**

### **EU Exit Training Support for NW Growth Hub Advisors**

#### **Background**

The North West Growth Hub Cluster comprises of Cheshire and Warrington, Cumbria, Lancashire, Liverpool City Region and Greater Manchester areas.

As the NW Cluster lead, the Liverpool City Region Local Enterprise Partnership (LCR LEP) via Growth Platform, working closely with BEIS, Liverpool City Region Combined Authority, Local Authorities, our partners in the City Region and across the NW, is looking to enhance the current business support available to business to include EU Exit support to help advisors to support businesses with any challenges and/or opportunities they are facing.

#### **Requirement**

In order to provide this service, the Growth Platform requires organisations and/or individuals who can provide suitable personnel and expertise in the following area.

#### **Broker and Adviser Training**

We require trainers and specialist advisers to conduct online webinars briefings for North West Growth Hub Brokers and Advisers (covering Liverpool city Region, Cumbria, Lancashire, Cheshire & Warrington & Greater Manchester), and for wider professionals on the key EU Exit issues and challenges for business with regards leaving the EU, focusing on, but no limited to, challenges business are facing, impacts on key sectors, state aid rules and the current position of N. Ireland.

This is to provide an efficient multiplier approach to getting EU Exit guidance to the front line of existing business support activity.

It is expected that there will be a minimum of 2 webinars per area (10 in total). Please provide a cost per webinar.

#### **Deliverable Timescale**

Webinars to be complete by end of February 2021.

#### **Indicative Budget**

Circa £10,000

#### **Evaluation Criteria**

Quotations will be assessed and scored on the following criteria:

##### ***Quality/ Technical Merit (50%)***

Supplier must demonstrate they have the technical and professional capability to deliver the requirement.

##### ***Delivery Timescale (20%)***

Supplier must demonstrate they can deliver the requirement to timescales above.

**Cost/Value for money (30%)**

Does supplier offer value for money. This will not necessarily be the cheapest quote.

**Scoring Methodology**

4 Excellent	Proposal meets and in some places, exceeds the required standard
3 Good	Proposal meets required standard
2 Acceptable	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
1 Poor	Proposal falls short of expected standard
0 Unacceptable	Completely or significantly fails to meet required standard or does not provide the relevant answer

**Proposal Format**

Proposals should clearly demonstrate how they meet the requirement set out above.

**Deadline and Submission**

Proposals are required by 11.59pm 18<sup>th</sup> January 2021 electronically to Lisa Duddridge, Programmes and Compliance Manager - [lisa.duddridge@growthplatform.org](mailto:lisa.duddridge@growthplatform.org)

**Date Published**

8<sup>th</sup> January 2021

**Conditions of Tender**

- Please be aware that due to the relatively low indicative budget for this work (i.e. less than the current OJEU limits) there is no regulatory obligation for us to provide feedback if you are unsuccessful.
- We reserve the right to discontinue this tender process at any time and not award a contract.
- You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your Tender at any stage of this exercises. This applies whether or not your organisation is successful.