

Growth Platform

Invitation to Tender

Liverpool City Region Careers Hub Mainstream SEND Research Programme

Background

Growth Platform is Liverpool City Region's economic enabler, designed to support people and businesses to realise their potential and generate growth. Our role is to strengthen and simplify our regional ecosystem, creating a sustainable economy that reflects the needs of all our business community across Halton, Knowsley, Liverpool, Sefton, St Helens and Wirral.

We exist to enable change and growth that makes our economy work for everyone; to provide guidance, inspiration and support for businesses, create opportunities for growth and foster resilience.

www.growthplatform.org

The Careers & Enterprise Company (CEC) was established by Government in 2014 and working in partnership with Local Enterprise Partnerships (LEPs), across England, set up Careers Hubs to build and co-fund a national network of Enterprise Coordinators to improve careers education and help prepare young people for the world of work.

The Liverpool City Region Careers Hub is managed by Growth Platform and is currently supporting 137 schools and colleges across the City Region.

World-class careers education follows the eight Gatsby Benchmarks of good careers guidance. At its best careers is an essential part of a young person's secondary education, beginning early and continuing throughout school life. Real world learning, knowledge, inspiration and advice is gained through multiple employer and workplace engagements, exposure to further and higher education, as well as through the curriculum and in 121 personal guidance.

Through statutory guidance and the Skills for Jobs White Paper (2021), The Careers & Enterprise Company is the main government partner for supporting schools and colleges to deliver careers education in England.

The Careers & Enterprise Company vision is to make high quality, 21st century careers education a reality for everyone, everywhere by –

1. Supporting schools and colleges to deliver excellence - through information, resources, tools, training, our network of Careers Hubs and communities of best practice.
2. Supporting employers to engage with purpose - by making it easy for them to connect into schools and colleges as one of our 4000 senior business volunteers working with Careers Leaders on their careers programmes, or as part of our 300 strong 'Cornerstone Employer' community working to transform careers education across multiple schools and colleges in their local areas.
3. Including all young people in careers education - through our digital tools for Careers Leaders enabling them to target and tailor their careers interventions across years and cohorts, our specialist networks and resources to support young people with SEND, those in Alternative Provision settings and those in Independent Training Providers.

Requirement

We wish to appoint a supplier to assist in the design and delivery of a research project which aims to collect, collate and use feedback from stakeholders to inform and develop a one year programme that identifies and evaluates the impact of careers and CPD activities for SEND students and Career leaders who are in mainstream educational institutions.

As our engagement with SEND and alternative provision schools continue, it is crucial that we now provide a tailored and appropriate level of support to their peers within mainstream and where appropriate SENCO's and those that support students.

Our overarching aim is to provide a realistic, meaningful and where we can, tried and tested roadmap of interventions that are suggested good practice to improve employability skills and transitions for SEND students in mainstream education. We wish for this resource to be developed and circulated and used as a reference point for Career leaders, SENCO's and parents and that the content will enable the student to feel confident and equipped for their next best steps.

The Brief

The following areas provide an overview of the activities that the successful company/individual will be responsible for delivering.

Research plan and stakeholder engagement

Planning and management of the programme including but not limited to:

- Design a research proposal that identifies the challenge of providing impactful careers activities for SEND students within mainstream schools
- Identify and engage with all stakeholders in order to shape research proposal and activities
- Develop and produce programme timeline over 12 months
- Collaboration with the LCR Careers Hub and Growth Platform to ensure a joined up approach at key stages

Programme delivery

- Assist in the design and delivery of identified activities for pilot cohort programme
- Roadmap for parents which sets out pupil entitlement and support for positive transitions
- Create CPD/workshop opportunities for SENDCO's and Careers Leaders to review the research findings, explore the roadmaps for key stakeholders and implement the programme
- Gain systematic feedback and evaluation including impact statements and best practice

Programme deliverables

- Production of a visual and informative summary of evaluation that will act as a guide of best practice and suggestions for Career professionals and those supporting SEND in mainstream
- Supporting LCR Careers Hub to create impact stories, social media and event content with stakeholders throughout the programme

Timescale

We expect the programme to be completed by 30 June 2024

Published	12 th May 2023
Deadline for supplier questions	18 th May 2023
Deadline for Growth Platform response to supplier questions	19 th May 2023
Deadline for tenders to gill.walsh@growthplatform.org	2 nd June 2023
Supplier notified of award of contract	6 th June 2023
Contract Start date	8 th June 2023

Indicative Budget

£10,000 - £15,000 & VAT (this must cover all associated costs and any additional expenses).

Supplier Questions

Any questions should be directed to Gill Walsh, Strategic Hub Lead on gill.walsh@growthplatform.org, on or before the deadline for suppliers questions indicated in the timeline about.

All questions and answers will be made anonymous and disseminated to all potential suppliers on the tender page of Growth Platform's website (growthplatform.org/tenders). It is the responsibility of suppliers to monitor the site for activity.

Proposal Format

The successful company/individual should demonstrate they have the ability and resources to deliver the above brief by providing a response of no more than 4 sides of A4 including a full budget breakdown.

Evaluation Criteria

When awarding this contract Growth Platform reserves the right not to accept the lowest price tender, but the most economically advantageous tender taking into consideration the award criteria below.

Quotes will be scored by the Strategic Hub Lead and the Operational Hub Lead.

In the event that all tenderers score under 65, Growth Platform reserves the right to re-advertise the opportunity.

Quotations will be assessed and scored on the following criteria:

Quality/ Technical Merit (40%)

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

Cost/Value for money (30%)

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

Delivery timescale (30%)

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

Scoring Methodology

Score	Meaning
0	Unacceptable response. Requirement level is not met. Many important issues are completely un-addressed or response wholly inadequate or inappropriate. Concerns are serious and risk levels unacceptable for many areas.
2	Poor response. Requirement levels are adequate for only some important issues. Some important issues are largely incomplete. Concerns are serious and risk levels unacceptable for some areas.
4	Adequate response. Requirement level is partially met. Overall the proposals are satisfactory, but some issues are weak. Risk levels apply but Bidder has demonstrated understanding of how they will meet all minimum requirements.
6	Good response. Requirement level is partially met, competence is demonstrated in all areas but there is scope for more detail and more depth in some areas.
8	Very good response. Requirement level is met with only a few minor weaknesses or queries. Competent bid demonstrating overall understanding of requirements and experience in all areas.
10	Excellent response. Requirement level fully met. All key issues addressed. Range of examples of good practice, experience, understanding of requirements.

Clarification Interviews

If it is felt that submissions require clarification, suppliers will be invited to a clarification interview. The representatives who attend should be the people who will be working on this contract.

Deadline and submission

Proposals are required by 2nd June 2023 @ 11.59pm electronically to gill.walsh@growthplatform.org

Date Published

12 May 2023

Growth Platform actively encourages submissions from underrepresented groups.

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.