

United Kingdom-Liverpool: Vocational secondary education services**OJ S 147/2018 02/08/2018****Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Liverpool City Region Local Enterprise Partnership

Postal address: 1 Mann Island

Town: Liverpool

Postal code: L3 1BP

Country: United Kingdom

Contact person: Andy Devaney

For the attention of: Andy Devaney

E-mail: andy.devaney@liverpoollep.org

Telephone: +44 1512373522

Internet address(es):General address of the contracting authority: <http://www.liverpoollep.org>Address of the buyer profile: <http://www.liverpoollep.org>**Additional information can be obtained from:**

Official name: Liverpool City Region Local Enterprise Partnerships

Postal address: 1 Mann Island

Town: Liverpool

Postal code: L3 1BG

Country: United Kingdom

For the attention of: Andy Devaney

E-mail: andy.devaney@liverpoollep.org

Telephone: +44 1512373522

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Liverpool City Regional Local Enterprise Partnership

National registration number: Liverpool

Postal address: 12 Princes Parade

Town: Liverpool

Postal code: L3 1BG

Country: United Kingdom

For the attention of: Andy Devaney

E-mail: andy.devaney@liverpoollep.org

Telephone: +44 1512373522

Tenders or requests to participate must be submitted: Official name: Liverpool City Region

Local Enterprise Partnership

Postal address: 1 Mann Island

Town: Liverpool

Postal code: L3 1BP

Country: United Kingdom

Contact person: Lisa Duddridge

For the attention of: Lisa Duddridge
E-mail: lisa.duddridge@liverpoollep.org
Telephone: +44 1512373954

I.2. Type of the contracting authority

Other: Local Enterprise Partnership

I.3. Main activity

Economic and financial affairs

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Enterprise Coordinator for the Enterprise Adviser Network

II.1.2. Type of contract and place of performance or delivery

Services

NUTS code

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

The Enterprise Adviser Network and Careers Hub are intended to inspire and motivate young people and support them to make informed choices about their future. This is achieved by working with senior leaders in education to develop effective careers strategies. The funding is for activities related to this partnership working and is not to be substituted into existing or planned activities.

The role of the Enterprise Coordinator is to work with local businesses to secure volunteer Enterprise Advisers to each work with a local secondary school or college. The Enterprise Adviser Network and Careers Hub will enable high calibre volunteers to work directly with the senior leadership team in secondary schools and colleges to support more effective connection to the world of work and develop, shape or add value to the school or college's careers, enterprise and employer engagement strategy.

There are already 100+ schools signed up to the City Region's Enterprise Adviser Network. Enterprise Coordinators will be required to maintain and further develop these relationships, specifically working with between 10-22 schools as indicated. They will also be required to support the growth of the Network, increasing the total number of schools actively engaged with a target of all City Region schools having access to an Enterprise Adviser by 2020.

Through the Enterprise Adviser Network, Careers Hub and existing relationships with employers, it is intended that the offer from employers to schools will increase so that in time every young person should be able to access work related interventions at multiple points as they progress through their schooling. Enterprise Coordinators are expected to have knowledge and understanding of the range of programmes and activities available to schools. Please note that we expect delivery partners to have regard to the general requirements for

DBS checks and other appropriate controls for staff working in schools or with pupils. We expect all Enterprise Coordinators and Enterprise Advisers to have such checks.

II.1.6. CPV code(s)

80212000 Vocational secondary education services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Together with the Government backed Careers and Enterprise Company (CEC), the Liverpool City Region Local Enterprise Partnership (LEP) understands the benefit of increasing the number of opportunities for young people to get to know the world of work, understand what work is, explore their options, provide inspiration and build real confidence about their future. To achieve this, it is our ambition for stronger links between business and education to be developed and that business and enterprise programmes are embedded into schools.

To take forward this strategic priority, Liverpool City Region LEP has secured an offer of grant funding from The Careers and Enterprise Company to continue the successful delivery of an Enterprise Adviser Network into the academic years 2018/19 and 2019/20. The contract will run from 11.9.2018 to 31.8.2020.

The City Region's Enterprise Adviser Network (EAN), part of the national Network, connects schools and colleges with employers and careers programme providers and supports them to work together to provide effective experiences for young people. Matched to a local school or college by a trained Enterprise Coordinator (EC), volunteer Enterprise Advisers (EAs) from the world of work use their knowledge of the local business landscape to support the headteacher or careers team to develop an effective careers plan that addresses the Gatsby Good Career Guidance Benchmarks and to create opportunities with business contacts in the area for their school or college's students. The EAN focusses on school's achievement of 2 of the 8 Gatsby Benchmarks.

In addition to the EAN the Liverpool City Region will also be a pilot area for a Careers Hub which will be delivered alongside the Enterprise Adviser Network.

The Careers Hub will focus on specific schools and work with them strategically to achieve all 8 Gatsby Benchmarks. Working with Universities, other education and training providers, employers and career professionals to ensure the Gatsby Benchmarks are delivered in each school and college and that careers outcomes are improved for all young people, it will be led by a Careers Hub Lead at the LEP.

To this end the LEP is looking to procure 6 Enterprise Coordinators:

- 1 x EAN Senior Enterprise Coordinator — to work with 10 Schools
- 3 x EAN Enterprise Coordinators — to work with 22 Schools each
- 2 x Careers Hub Enterprise Coordinators — to work with 15 Schools each

The funding available can cover 50 % of the costs of Enterprise Coordinators in the City Region. The LEP is seeking to secure, through an application process, delivery partners who demonstrate a knowledge and understanding of how best to engage and link business and

education; who display a commitment to this agenda; and whom can provide match funding to match with this grant to deliver this exciting initiative.

The LEP requires delivery partners to coordinate and collaborate on this programme to maximise the benefit across Liverpool City Region schools. The Enterprise Adviser Network and Careers Hub complement the core values of the City Region's Local Growth Hub <https://localgrowthhub.com/about>. The Local Growth Hub provides a single access point for businesses to discover the advice and support they need to flourish. Organisations delivering services to support business growth as part of the Local Growth Hub are encouraged to coordinate and collaborate on the support delivered.

Scope

The Enterprise Adviser Network and Careers Hub are intended to inspire and motivate young people and support them to make informed choices about their future. This is achieved by working with senior leaders in education to develop effective careers strategies. The funding is for activities related to this partnership working and is not to be substituted into existing or planned activities.

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There are already 100+ schools signed up to the City Region's Enterprise Adviser Network. Enterprise Coordinators will be required to maintain and further develop these relationships, specifically working with between 10-22 schools as indicated. They will also be required to support the growth of the Network, increasing the total number of schools actively engaged with a target of all City Region schools having access to an Enterprise Adviser by 2020.

Through the Enterprise Adviser Network, Careers Hub and existing relationships with employers, it is intended that the offer from employers to schools will increase so that in time every young person should be able to access work related interventions at multiple points as they progress through their schooling. Enterprise Coordinators are expected to have knowledge and understanding of the range of programmes and activities available to schools. Please note that we expect delivery partners to have regard to the general requirements for DBS checks and other appropriate controls for staff working in schools or with pupils. We expect all Enterprise Coordinators and Enterprise Advisers to have such checks.

Estimated value excluding VAT:

Range: between 1,00 and 150 000,00 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Duration in months: 24 (from the award of the contract)

Information about lots

1) Short description

The Enterprise Adviser Network and Careers Hub are intended to inspire and motivate young people and support them to make informed choices about their future. This is achieved by working with senior leaders in education to develop effective careers strategies. The funding is for activities related to this partnership working and is not to be substituted into existing or planned activities.

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2) CPV code(s)

80212000 Vocational secondary education services

3) Quantity or scope

Together with the Government backed Careers & Enterprise Company (CEC), the Liverpool City Region Local Enterprise Partnership (LEP) understands the benefit of increasing the number of opportunities for young people to get to know the world of work, understand what work is, explore their options, provide inspiration and build real confidence about their future. To achieve this, it is our ambition for stronger links between business and education to be developed and that business and enterprise programmes are embedded into schools.

To take forward this strategic priority, Liverpool City Region LEP has secured an offer of grant funding from The Careers & Enterprise Company to continue the successful delivery of an Enterprise Adviser Network into the academic years 2018/19 and 2019/20. The contract will run from 11.9.2018 to 31.8.2020.

The City Region's Enterprise Adviser Network (EAN), part of the national Network, connects schools and colleges with employers and careers programme providers and supports them to work together to provide effective experiences for young people. Matched to a local school or college by a trained Enterprise Coordinator (EC), volunteer Enterprise Advisers (EAs) from the world of work use their knowledge of the local business landscape to support the headteacher or careers team to develop an effective careers plan that addresses the Gatsby Good Career Guidance Benchmarks and to create opportunities with business contacts in the area for their school or college's students. The EAN focusses on school's achievement of 2 of the 8 Gatsby

Benchmarks.

In addition to the EAN the Liverpool City Region will also be a pilot area for a Careers Hub which will be delivered alongside the Enterprise Adviser Network.

The Careers Hub will focus on specific schools and work with them strategically to achieve all 8 Gatsby Benchmarks. Working with Universities, other education and training providers, employers and career professionals to ensure the Gatsby Benchmarks are delivered in each school and college and that careers outcomes are improved for all young people, it will be led by a Careers Hub Lead at the LEP.

To this end the LEP is looking to procure 6 Enterprise Coordinators:

- 1 x EAN Senior Enterprise Coordinator — to work with 10 Schools,
- 3 x EAN Enterprise Coordinators — to work with 22 Schools each,
- 2 x Careers Hub Enterprise Coordinators — to work with 15 Schools each.

The funding available can cover 50 % of the costs of Enterprise Coordinators in the City Region. The LEP is seeking to secure, through an application process, delivery partners who demonstrate a knowledge and understanding of how best to engage and link business and education; who display a commitment to this agenda; and whom can provide match funding to match with this grant to deliver this exciting initiative.

The LEP requires delivery partners to coordinate and collaborate on this programme to maximise the benefit across Liverpool City Region schools. The Enterprise Adviser Network and Careers Hub complement the core values of the City Region's Local Growth Hub <https://localgrowthhub.com/about>. The Local Growth Hub provides a single access point for businesses to discover the advice and support they need to flourish. Organisations delivering services to support business growth as part of the Local Growth Hub are encouraged to coordinate and collaborate on the support delivered.

Estimated value excluding VAT:

Range: between 1,00 and 50 000,00 GBP

4) Indication about different time frame or duration

Duration in months: 24 (from the award of the contract)

5) Additional information about lots

Lot No: 2

Lot title: Enterprise Coordinator for the Enterprise Adviser Network

1) Short description

The Enterprise Adviser Network and Careers Hub are intended to inspire and motivate young people and support them to make informed choices about their future. This is achieved by working with senior leaders in education to develop effective careers strategies. The funding is for activities related to this partnership working and is not to be substituted into existing or planned activities.

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2) CPV code(s)

80212000 Vocational secondary education services

3) Quantity or scope

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Estimated value excluding VAT:

Range: between 1,00 and 50 000,00 GBP

4) Indication about different time frame or duration

Duration in months: 24 (from the award of the contract)

5) Additional information about lots

Lot No: 3

Lot title: Enterprise Coordinator for the Enterprise Adviser Network

1) Short description

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2) CPV code(s)

80212000 Vocational secondary education services

3) Quantity or scope

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Estimated value excluding VAT:

Range: between 1,00 and 50 000,00 GBP

4) Indication about different time frame or duration

Duration in months: 24 (from the award of the contract)

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Supplier is required to provide 50 % match funding

III.1.2.

Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Supplier is required to provide 50 % match funding

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Supplier is required to provide 50 % match funding

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Criteria below

1. Demonstrate your knowledge and understanding of the range of activities available to schools, in relation to careers and enterprise, in particular Gatsby Benchmarks 5&6, and how you will share this information to encourage involvement in programmes.. Weighting 25
2. Describe how you will maintain the relationship with schools and Enterprise Advisers who are already a part of the Network and how you will coordinate and collaborate with other Enterprise Coordinator delivery partners.. Weighting 20

3. The Programme must complement the current available activity and services without duplicating or conflicting against them. Provide information on how you will accomplish this.. Weighting 15
4. Describe your current Business Network and how this will be leveraged to deliver the Programme.. Weighting 15
5. Describe your current Business Network and how this will be leveraged to deliver the Programme.. Weighting 15
6. Detail how you will deliver the Programme either through recruitment or with existing resource.. Weighting 10

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

CEC002

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

30.8.2018 - 11:59

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Liverpool City Region Local Enterprise Partnership

Postal address: 1 Mann Island

Town: Liverpool

Postal code: L3 1BP

Country: United Kingdom
E-mail: andy.devaney@liverpoollep.org
Telephone: +44 1512373522
Internet address: <https://www.liverpoollep.org/>

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

Official name: Liverpool City Region Local Enterprise Partnership
Postal address: 1 Mann Island
Town: Liverpool
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Country: United Kingdom
E-mail: andy.devaney@liverpoollep.org
Telephone: +44 1512373522
Internet address: <https://www.liverpoollep.org/>

VI.5. Date of dispatch of this notice

31.7.2018