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Tender

Employability Skills and Advice Programme for Refugees

Cambridge City Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-002503

Procurement identifier (OCID): ocds-h6vhtk-060440

Published 13 January 2026, 9:50am

Scope

Reference

DN801582

Description

Cambridge City Council seeks a service provider that will deliver an employability skills and advice programme that:

- Understands the challenges refugee families face due to issues such as the benefit cap, meaning that refugees may need to take on entry-level positions alongside completing training for financial stability, before progressing to high-skilled employment positions
- Carries out an initial assessment to gauge individual skill profiles, including their employment history, qualifications, and interests
- Provides tailored support based on the clients current English level, providing interpreting support where required
- Identifies and facilitates access to relevant training and qualifications (such as IELTS or

vocational courses)

- Provides clients with essentials they will need to navigate life in the UK, such support to create a CV, digital skills training, employment rights, etc.
- Supports clients to apply for jobs, provides interview preparation, and monitors progress and learning
- Where clients have existing qualifications, supports them to have these converted and recognised in the UK (such as ENIC) so that they can resume previous career pathways, reducing a sense of hopelessness and lost time
- Builds links with employers in Cambridge to provide employment and volunteering opportunities

The service will be primarily aimed at people living in Cambridge city and South Cambridgeshire who have travelled under the following Government schemes:

- o Afghan Resettlement Programme (ARP)
- o UK Resettlement Scheme (UKRS)
- o Homes for Ukraine (HfU) and Ukraine Permission Extension (UPE)

Regional and local authority data on some of these groups can be found at:

<https://www.gov.uk/government/statistical-data-sets/immigration-system-statistics-regional-and-local-authority-data>

However, needs may change overtime and therefore it is important that the supplier is able to effectively work with any refugee or asylum-seeking group. The supplier will recognise that world events can quickly influence what is required and who may need to access a service. The service must be flexible to needs and demonstrate a sound understanding of different customs and cultures and delivering a service to people who have experienced trauma.

Total value (estimated)

- £40,000 excluding VAT
- £48,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2027
- Possible extension to 31 March 2029
- 3 years

Description of possible extension:

continuation of services

Main procurement category

Services

CPV classifications

- 80500000 - Training services
- 98200000 - Equal opportunities consultancy services

Contract locations

- UKH12 - Cambridgeshire CC

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

2 February 2026, 11:59pm

Tender submission deadline

9 February 2026, 12:00pm

Submission address and any special instructions

<https://procontract.due-north.com/RFx/RFxSummary?rfxId=696df129-4bdf-f011-813c-005056b64545>

Tenders may be submitted electronically

Yes

Award criteria

Quality and Price

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://procontract.due-north.com/Advert?advertId=fdb30cf8-4adf-f011-813c-005056b64545&fromProjectDashboard=True>

Contracting authority

Cambridge City Council

- Public Procurement Organisation Number: PCBT-6819-NDPJ

The Guildhall

Cambridge

CB2 1BY

United Kingdom

Email: procurement@cambridge.gov.uk

Region: UKH12 - Cambridgeshire CC

Organisation type: Public authority - sub-central government