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Tender

## **ID 5926179 - DFE Tourism NI Employer Recognition Programme**

Tourism Northern Ireland

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

Notice identifier: 2026/S 000-011177

Procurement identifier (OCID): ocids-h6vhtk-064aa6

Published 6 February 2026, 5:22pm

### **Scope**

### **Reference**

ID 5926179

### **Description**

Tourism NI is seeking a supplier(s) to deliver a comprehensive set of activities that will support the implementation of the Employer Recognition Programme (ERP). This programme is designed to assist tourism and hospitality businesses across Northern Ireland in improving their people management practices and achieving accreditation under the programme.

This contract will be broken down into 3 Lots: 1. LOT 1: Programme management and administration 2. LOT 2: Employee survey and actionable insights 3. LOT 3: Mentoring Support.

Each Lot will be evaluated and awarded independently of each other. There are no restrictions on the number of lots a Supplier can bid for or be awarded. Suppliers must ensure that if they are bidding for multiple Lots that they have the capacity to deliver the

services if they are successful in more than one Lot. Each Lot under this Contract will be awarded on the basis of the Most Advantageous Tender (MAT) with a single supplier awarded each Lot.

Suppliers should refer to the Specification Schedule for full detail on the requirements for each lot of this contract.

### **Total value (estimated)**

- £363,833 excluding VAT
- £436,600 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 8 April 2026 to 7 April 2028
- 2 years

### **Main procurement category**

Services

### **CPV classifications**

- 73000000 - Research and development services and related consultancy services
- 73200000 - Research and development consultancy services
- 73300000 - Design and execution of research and development
- 75100000 - Administration services

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 79310000 - Market research services
- 79400000 - Business and management consultancy and related services
- 79420000 - Management-related services
- 79411000 - General management consultancy services
- 79411100 - Business development consultancy services
- 79419000 - Evaluation consultancy services
- 80510000 - Specialist training services

### **Contract locations**

- UKN - Northern Ireland
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## **Lot 1. Programme management and administration**

### **Description**

The supplier will oversee the delivery of the Employer Recognition Programme (ERP). The supplier will act as the primary point of contact between Tourism NI, delivery partners and participating businesses, managing timelines, milestones and coordination across all stakeholders.

### **Lot value (estimated)**

- £28,000 excluding VAT
- £33,600 including VAT

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 2. Employee survey and actionable insights**

### **Description**

The Supplier will deliver and complete complex Learning & Development programmes across a range of business sizes, involving but not limited to the completion & evaluation of independent employee engagement surveys with tourism businesses as part of the defined Employer Recognition Programme. The Supplier will deliver an agreed survey within the business, liaising with the organisational Lead to agree timeframes, the delivery models and ensure maximum participation. The supplier will provide tools to gather employee feedback and generate actionable insights to help businesses improve their people practices. The supplier will also liaise with the providers of the Assessment Framework to ensure the survey addresses the key themes outlined

### **Lot value (estimated)**

- £208,333 excluding VAT
- £250,000 including VAT

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 3. Mentoring support**

### **Description**

The supplier will provide People focused HR mentoring support to businesses participating in the ERP, helping them implement action plans based on survey results and identified needs.

### **Lot value (estimated)**

- £127,500 excluding VAT
- £153,000 including VAT

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Participation**

### **Technical ability conditions of participation**

**Lot 1. Programme management and administration**

**Lot 2. Employee survey and actionable insights**

**Lot 3. Mentoring support**

CoP1 - Cyber Essentials Certification

## **Particular suitability**

**Lot 1. Programme management and administration**

**Lot 2. Employee survey and actionable insights**

**Lot 3. Mentoring support**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

27 February 2026, 3:00pm

### **Tender submission deadline**

9 March 2026, 3:00pm

### **Submission address and any special instructions**

<https://etendersni.gov.uk/epps>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

## Award decision date (estimated)

7 April 2026

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## Award criteria

### Lot 1. Programme management and administration

### Lot 3. Mentoring support

Name	Description	Type
AC1 - Project Delivery Team Experience	Weighting - 36%	Quality
AC2 - Proposed Methodology	Weighting - 27%	Quality
AC3 - Evaluation of Support	Weighting - 18%	Quality
AC4 - Contract Management & Contingency Arrangements	Weighting - 9%	Quality
AC5 - Total Service Price	Weighting - 10%	Price

## Weighting description

Qualitative Criteria: 90% weighting.

Quantitative Criteria: 10% weighting.

Please refer to the Instructions to Tender document for further information on all criteria.

The Contracting Authority may during the process refine an award criterion in line with section 24 of the PA 2023. Where this is the case revised tender documentation will be provided to all suppliers clearly indicating any refinements made.

### Lot 2. Employee survey and actionable insights

Name	Description	Type
AC1 - Project Delivery Team Experience	Weighting - 36%	Quality

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<b>Name</b>	<b>Description</b>	<b>Type</b>
AC2 - Proposed Methodology for conducting Employee Surveys and Actionable Insights for the business and the provision of a high level report for Tourism NI	Weighting - 27%	Quality
AC3 - Evaluation of Support	Weighting - 18%	Quality
AC4 - Contract Management & Contingency Arrangements	Weighting - 9%	Quality
AC5 - Total Contract Price	Weighting - 10%	Price

## Weighting description

Qualitative Criteria: 90% weighting.

Quantitative Criteria: 10% weighting.

Please refer to the Instructions to Tender document for further information on all criteria.

The Contracting Authority may during the process refine an award criterion in line with section 24 of the PA 2023. Where this is the case revised tender documentation will be provided to all suppliers clearly indicating any refinements made.

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## Other information

### Applicable trade agreements

- Government Procurement Agreement (GPA)

### Conflicts assessment prepared/revised

Yes



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## Procedure

### Procedure type

Open procedure

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## Contracting authority

### Tourism Northern Ireland

- Public Procurement Organisation Number: PPMV-2979-BDPH

Floors 10-12, Linum Chambers, Bedford Square, Bedford Street

Belfast

BT2 7ES

United Kingdom

Email: [SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland

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## Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

### CPD - Supplies and Services Division

Summary of their role in this procurement: Construction and Procurement Delivery, Supplies and Services Division, is a Centre of Procurement Expertise and provides a central procurement function for central government in Northern Ireland.

- Public Procurement Organisation Number: PVWG-8426-YWXV

Clare House, 303 Airport Road West

Belfast

BT3 9ED

United Kingdom

Email: [SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

Region: UKN06 - Belfast

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## Contact organisation

Contact [CPD - Supplies and Services Division](#) for any enquiries.