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Tender

## **Export Support Programme**

West Midlands Combined Authority

F02: Contract notice

Notice identifier: 2024/S 000-017463

Procurement identifier (OCID): ocds-h6vhtk-046db0

Published 5 June 2024, 3:22pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

West Midlands Combined Authority

16 Summer Lane

Birmingham

B19 3SD

#### **Email**

[Bhupinder.Chadha@wmca.org.uk](mailto:Bhupinder.Chadha@wmca.org.uk)

#### **Telephone**

+44 3453036760

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.wmca.org.uk/>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://wmca.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://wmca.bravosolution.co.uk/>

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Export Support Programme

Reference number

05500-2023

#### **II.1.2) Main CPV code**

- 79400000 - Business and management consultancy and related services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The West Midlands Combined Authority (WMCA) is commissioning a range of business support programmes to address the region's economic priorities. The Export Support Programme forms part of these suite of programmes and will be funded via the UK Shared Prosperity Fund, aiming to complement existing schemes available locally as well as nationally.

The Export Support Programme aims to support high-growth businesses in the West Midlands (WM) to manage their exporting activity more sustainably, to increase the pace of growth and its duration. It will do this through a range of potential interventions including, but not limited to, intensive one-to-one coaching, peer-to-peer support, and workshops.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,000,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

WMCA intend to award one contract to a Provider with a demonstrable track record of providing in-depth support to Small and Medium-Sized Enterprises (SMEs). The provider can be a single organisation or part of a consortium. If bidding as a consortium, a declaration must be made confirming all members of the consortium and their respective roles in delivery of the services and a lead organisation must be appointed to enter the contract with WMCA if successful.

The Export Support Programme will:

- Complement rather than compete with or replace existing Department for Business and Trade (DBT) support.
- Operate in tandem with existing support such as SPF projects, Made Smarter, Innovate UK EDGE to collate demand and generate ideas.
- Be 1-2-1 and in-person.
- Exploit UK assets to unearth export potential e.g. DBT sector leads; Innovate UK projects; DBT/FCO staff in post; foreign-owned companies in the WM.
- Collate demand and create collaborative responses.
- Be Cluster-specific – relating to the Plan for Growth rather than generic

In delivering the programme, the Provider will be required to carry out the following activities:

Deliverable 1: Brand and Collateral

Deliverable 2: Business Engagement & Recruitment

Deliverable 3: Active Account Management

Deliverable 4: Assist and Inform an Independent Evaluation

The overarching aims of the programme are:

1. Raise awareness of the Export Support Programme through different networks to set up a funnel of companies with opportunities for growth and scalability.
2. Review and critically analyse current business plans and policies (including marketing strategy, HR strategy, environmental policies etc), governance, management and processes of businesses and identify risks, opportunities, strengths, and weaknesses which can be resolved or exploited.
3. Support those businesses to resolve or exploit those risks, opportunities, strengths, and weaknesses in a sustained and intensive manner to achieve demonstrable outputs within the duration of the programme.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £1,000,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

The WMCA will be incorporating an extension option into the contract of up to a further 12 months (1 year) and up to an additional value of £1,000,000, subject to funding availability and mutual agreement between the WMCA and Provider. This means a total potential contract value of £2,000,000 over a 19-month period.

### **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: No

## **II.2.13) Information about European Union Funds**

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

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# **Section III. Legal, economic, financial and technical information**

## **III.1) Conditions for participation**

### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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# **Section IV. Procedure**

## **IV.1) Description**

### **IV.1.1) Type of procedure**

Open procedure

### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

## **IV.2) Administrative information**

### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

5 July 2024

Local time

12:00pm

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

**IV.2.7) Conditions for opening of tenders**

Date

5 July 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

WMCA

Birmingham

Country

United Kingdom