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Tender

Grantmaking strategic advisory services

National Citizen Service

F02: Contract notice

Notice identifier: 2022/S 000-020111

Procurement identifier (OCID): ocds-h6vhtk-035537

Published 25 July 2022, 11:17am

Section I: Contracting authority

I.1) Name and addresses

National Citizen Service

1st Floor 48 Chancery Lane London,

London

WC2A 1JF

Email

mubanga.mulwila@quantum-360.co.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://wearencs.com>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://ncs.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ncs.bravosolution.co.uk/web/login.html>

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://ncs.bravosolution.co.uk/web/login.html>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Grantmaking strategic advisory services

II.1.2) Main CPV code

- 80310000 - Youth education services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this Contract Notice is to alert potential suppliers to an opportunity. This notice seeks proposals for the provision of grantmaking strategic advisory services for National Citizen Service Trust (the “Authority”). This is the first time that the Authority is grant-funding the delivery of experiences for young people and forms a major part of the organisation’s strategy to work more closely with the youth sector and deliver impact with young people across England. The strategic adviser will support the Authority with expert advice on how to design its grants and where to upskill and build capacity as a grantmaker. In addition, they will also be engaging directly with and promoting opportunities to the youth sector.

Context:

The Authority’s vision is of a country of connected, confident, and caring citizens where everyone feels at home. For over a decade, and for around three quarters of a million young people, the Authority has already had an incredible impact.

The Authority has defined a new strategy that includes giving young people the choice and flexibility in how they experience the Authority. A network of partners will be commissioned to deliver a range of experiences services for young people – including residential experiences as well as community-based programmes closer to home.

Over the past 12 years of commissioning, the Authority has learnt a lot about what approaches work for the youth sector, and what drives impact for young people. the Authority will therefore be grant-funding our community-based experiences.

Given this is new activity for the organisation, the Authority is procuring a strategic adviser

to support its grantmaking activities, to help ensure the greatest chance of success.

II.1.5) Estimated total value

Value excluding VAT: £160,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72224000 - Project management consultancy services
- 79410000 - Business and management consultancy services
- 79413000 - Marketing management consultancy services
- 80310000 - Youth education services
- 98133110 - Services provided by youth associations

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

A detailed Scope of Requirements is provided within the Invitation to Tender but in summary the Authority intends to put in place Contracts for the provision of grantmaking strategic advisory services.

The Authority is looking for the support of a strategic adviser in the following areas:

1. Design and development:

?Advising on the overall structure of the grant scheme.

?Advising on the structure of individual grants.

?Advising on appropriate grant assessment criteria.

2. Market engagement and promotion of grant opportunities:

?Advising the Authority on the development of an accessible and engaging process for both market engagement and grant application.

?Supporting the delivery of in person and/or virtual market engagement sessions alongside the Authority.

?Actively promoting grant opportunities within their networks and supporting applications.

3. Application assessment:

?Supporting the Authority to conduct the application assessment.

4. General advice and support:

?Providing expert advice to the Authority to ensure that grantmaking activities meet its objectives and are appropriate for the sector

?Providing advice and support to the Authority on securing match funding

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: £160,000

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

Duration in months

8

This contract is subject to renewal

No

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

II.2.14) Additional information

The instructions on 'How to Register on Bravo solutions' are provided below:

Click on "How to Register" under Register or Login. This link opens a new page where the applicant can view the video "Registering on the e-tendering portal". This is an animated tour showing how the Tenderer can register and set up additional users.

<https://ncs.bravosolution.co.uk/web/login.html>

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

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

25 August 2022

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

25 August 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

National Citizen Service Trust

1st Floor 48 Chancery Lane London, England WC2A 1JF

London

WC2A 1JF

Country

United Kingdom