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Tender

## **External Safeguarding Audit Services - Primary Academies**

Andrew Bocchi

F01: Prior information notice

Call for competition

Notice identifier: 2024/S 000-022490

Procurement identifier (OCID): ocids-h6vhtk-0482d7

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

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

Andrew Bocchi

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London

IG10 3LQ

#### **Contact**

Andrew Bocchi

#### **Email**

[andy@lionacademytrust.net](mailto:andy@lionacademytrust.net)

#### **Telephone**

+44 2086193400

**Country**

United Kingdom

**Region code**

UKI53 - Redbridge and Waltham Forest

**UK Register of Learning Providers (UKPRN number)**

10061213

**Internet address(es)**

Main address

[www.lionacademytrust.net](http://www.lionacademytrust.net)

**I.3) Communication**

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

[www.lionacademytrust.net](http://www.lionacademytrust.net)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://forms.monday.com/forms/064a099e4b9f55b88a9e9a87f980a5d2?r=use1>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

External Safeguarding Audit Services - Primary Academies

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

- 75121000 - Administrative educational services

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

Services

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

##### **1. Introduction**

The Lion Academy Trust invites tenders from experienced and qualified service providers to deliver a comprehensive safeguarding audit service across our network of 11 primary schools. This contract aims to ensure the highest standards of safety, protection, and compliance with safeguarding regulations.

##### **2. Background**

The Lion Academy Trust comprises 11 primary schools located across 3 hubs, London, Essex and Northamptonshire. Our mission is to provide a safe, nurturing, and supportive environment where every child can achieve their full potential. Regular internal safeguarding audits are conducted across all schools, which are crucial to maintaining and enhancing our strong safeguarding practice. We are looking to provide an additional layer of quality assurance through a high quality external validation process.

##### **3. Scope of Services**

The successful service provider will be expected to deliver the following services:

##### **3.1 Safeguarding Audits**

- Conduct a thorough safeguarding audit at each school within the trust. (One day on site visit per school).
- Assess compliance with Trust safeguarding policies, systems and procedures, and

statutory requirements.

- Identify strengths, areas for improvement, and potential risks.

### 3.2 Audit Reports

- Provide detailed reports for each school, including findings, recommendations, and an action plan.
- Present a Trust wide (consolidated) report of audit findings to the trust's Safeguarding Lead.

### 4. Duration of Contract

The contract will commence in September (Autumn term) and will be for a duration of one month (completion of 11 school visits), with an option for renewal subject to satisfactory performance and agreement by both parties.

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services

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

NUTS codes

- UKF2 - Leicestershire, Rutland and Northamptonshire
- UKH3 - Essex
- UKI5 - Outer London – East and North East

Main site or place of performance

Across the Trust's 11 schools, 13 sites, in London (Waltham Forest and Haringey), Essex (Pitsea, Canvey Island, and Maldon), and Northamptonshire (Wellingborough).

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

Background:

The Lion Academy Trust comprises 11 primary schools located across 3 hubs, London, Essex and Northamptonshire. Our mission is to provide a safe, nurturing, and supportive environment where every child can achieve their full potential. Regular internal safeguarding audits are conducted across all schools, which are crucial to maintaining and enhancing our strong safeguarding practice. We are looking to provide an additional layer of quality assurance through a high quality external validation process.

#### Scope of Services:

The successful service provider will be expected to deliver the following services:

- Safeguarding Audits

- Conduct a thorough safeguarding audit at each school within the trust. (One day on site visit per school).

- Assess compliance with Trust safeguarding policies, systems and procedures, and statutory requirements.

- Identify strengths, areas for improvement, and potential risks.

- Audit Reports

- Provide detailed reports for each school, including findings, recommendations, and an action plan.

- Present a Trust-wide (consolidated) report of audit findings to the trust's Safeguarding Lead.

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

Quality criterion - Name: Experience and Qualifications / Weighting: 30

Quality criterion - Name: Approach and methodology / Weighting: 30

Price - Weighting: 40

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

Start date

1 September 2024

End date

15 December 2024

This contract is subject to renewal

Yes

Description of renewals

Potential renewal, on successful deliver, for up to 3 further years engagement to undertake required Safeguarding Audits

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

Variants will be accepted: Yes

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

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

##### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Please note, that no costs for the production or participation of the tender will be assignable to the Lion Academy Trust.

#### **III.2) Conditions related to the contract**

##### **III.2.2) Contract performance conditions**

Any staff engaged within the on-site audits must be able to evidence a DBS check which includes Child Workforce and has been issued normally within the last 3 years.

##### **III.2.3) 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

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## **Section IV. Procedure**

### **IV.1) Description**

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

Competitive procedure with negotiation

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

The procurement is covered by the Government Procurement Agreement: No

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

#### **IV.2.2) Time limit for receipt of expressions of interest**

Date

5 August 2024

Local time

10:00am

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

English

#### **IV.2.5) Scheduled date for start of award procedures**

5 August 2024

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Submission Requirements, interested parties should submit the following documents:

- Cover Letter, an introduction to the service provider and an expression of interest in the contract.
- Detailed proposal outlining the service provider's approach to delivering the required services.
- CVs of key personnel and evidence of relevant experience and qualifications.
- Comprehensive breakdown of all costs associated with the contract.
- Testimonials or references from previous clients, particularly within the education sector.
- Contact details for at least two references from recent clients.

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

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

Andrew Bocchi

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Country

United Kingdom

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