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Contract

## **Provision of self-employment support to individuals in Norfolk and Suffolk Reference number: NALEPJW004**

NEW ANGLIA LOCAL ENTERPRISE PARTNERSHIP LIMITED

F03: Contract award notice

Notice identifier: 2021/S 000-025594

Procurement identifier (OCID): ocids-h6vhtk-02d2f8

Published 13 October 2021, 3:12pm

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

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

NEW ANGLIA LOCAL ENTERPRISE PARTNERSHIP LIMITED

Mills & Reeve Llp 1 St James Court Whitefriars

NORWICH

NR31RU

#### **Contact**

Rose Joy

#### **Email**

[rosemary.joy@newanglia.co.uk](mailto:rosemary.joy@newanglia.co.uk)

#### **Telephone**

+44 1603510085

#### **Country**

United Kingdom

**NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

[www.newanglia.co.uk](http://www.newanglia.co.uk)

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

Body governed by public law

**I.5) Main activity**

Economic and financial affairs

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## **Section II: Object**

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

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

Provision of self-employment support to individuals in Norfolk and Suffolk Reference number: NALEPJW004

Reference number

NALEPJW004

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

- 80000000 - Education and training services

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

Services

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

The successful organisation will be expected to deliver a programme of support as outlined below, and engage with the wider evaluation and information sharing goals of the project partnership as outlined above. We currently offer a funded business start-up programme within our ERDF Business Growth Programme, which is delivered by Nwes and Menta, and due to end this autumn. Details on our website here :

[www.newanglia.co.uk/grant/start-up-programme](http://www.newanglia.co.uk/grant/start-up-programme)

This procurement is to deliver C-CARE Support for Self-Employment, a strand of T2, C Care Support for Social Inclusion. We are seeking a contractor to deliver project outputs as part of the larger programme. The whole delivery will take place in Norfolk and Suffolk with both online and face-to-face support required in both counties, and evidence that the successful organisation can deliver activity at locations right across Norfolk and Suffolk as demand requires.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: 666,666 EUR

## **II.2) Description**

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

- 73000000 - Research and development services and related consultancy services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UKH14 - Suffolk
- UKH15 - Norwich and East Norfolk
- UKH16 - North and West Norfolk
- UKH17 - Breckland and South Norfolk

Main site or place of performance

Norfolk and Suffolk

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

The successful organisation will be expected to deliver a programme of support as outlined below, and engage with the wider evaluation and information sharing goals of the project partnership as outlined above.

We currently offer a funded business start-up programme within our ERDF Business Growth Programme, which is delivered by Nwes and Menta, and due to end this autumn. Details on our website here :

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The contract will require a package of support in topic areas as outlined below. The aim of the activity is to train, upskill, and aid individuals into self-employment, and to support them on the start of their journey to create successful and stable businesses which have the potential to grow and to develop further, providing employment opportunities as they

grow.

The formal required outputs for this programme are: -

- Minimum of 620 participants
- 300 new businesses to be created.
- 60 additional employees within those businesses

We are seeking organisations to deliver across Norfolk and Suffolk via a bespoke package of support to be agreed. The programme will have a particular focus on encouraging people from disadvantaged communities to make the most of self-employment opportunities and should provide a delivery plan for the following: -

- Assessment of individuals
- Identified wrap-around support and signposting
- Assist individuals in the undertaking of market research
- Workshops (virtual and/or actual)
- One to one mentoring/coaching support
- Access to upskilling of digital skills
- Raise awareness of business appropriate applications/tools
- Signpost to workspace as required, hot desking, shared space, units.
- To encourage the individuals to join business communities.
- Recording all aspects of the programme including evidencing outputs for data reporting according to Interreg FCE programme rules.

Please provide the following:

1. Delivery plan across the full seventeen-month period.
2. Provide a description of bespoke packages of support to be offered.
3. Explain your experience at delivering this type of contract, with examples of contracts successfully delivered in the past.

4. Details of premises and locations to be used for delivery.
5. Provide Curriculum Vitae of staff delivering the programme.
6. Provide a marketing plan to support the delivery as part of your bid and supporting the larger project.
7. Provide two referees.

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

Quality criterion - Name: Capability/similar examples of the type of work being contracted for / Weighting: 20

Quality criterion - Name: Demonstrate best practice in delivery of similar programmes / Weighting: 20

Quality criterion - Name: The approach to delivering the contract / Weighting: 25

Quality criterion - Name: Experience of the personnel to be used / Weighting: 25

Price - Weighting: 10

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

Options: No

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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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-019337](#)

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

27 September 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

NORFOLK AND WAVENEY ENTERPRISE SERVICES

Rouen House, Rouen Road

Norwich

NR1 1RB

Telephone

+44 1603227872

Country

United Kingdom

NUTS code

- UKH15 - Norwich and East Norfolk

Internet address

[www.nwes.org.uk](http://www.nwes.org.uk)



The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

MID ANGLIAN ENTERPRISE AGENCY LIMITED

The Vision Centre, Eastern Way

Bury St. Edmunds

IP32 7AB

Telephone

+44 1284760206

Country

United Kingdom

NUTS code

- UKH14 - Suffolk

Internet address

[www.menta.org.uk](http://www.menta.org.uk)

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: 666,666 EUR

Total value of the contract/lot: 666,666 EUR

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## **Section VI. Complementary information**

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

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

New Anglia Local Enterprise Partnership Limited

Centrum, Norwich Research Park

Norwich

NR4 7UG

Email

[rosemary.joy@newanglia.co.uk](mailto:rosemary.joy@newanglia.co.uk)

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