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Planning

## **NEET (Not in Employment, Education or Training) Tracking Service**

Westminster City Council  
Royal Borough of Kensington & Chelsea

F01: Prior information notice  
Prior information only  
Notice identifier: 2021/S 000-032137  
Procurement identifier (OCID): ocds-h6vhtk-030500  
Published 22 December 2021, 10:44pm

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

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

Westminster City Council

64 Victoria Street

London

SW1E 6QP

#### **Email**

[tenders@westminster.gov.uk](mailto:tenders@westminster.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKI - London

**Internet address(es)**

Main address

<https://www.westminster.gov.uk/>

**I.1) Name and addresses**

Royal Borough of Kensington & Chelsea

Town Hall, Hornton Street

London

**Email**

[tenders@westminster.gov.uk](mailto:tenders@westminster.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

[www.rbkc.gov.uk](http://www.rbkc.gov.uk)

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

Additional information can be obtained from 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**

NEET (Not in Employment, Education or Training) Tracking Service

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

- 79634000 - Career guidance services

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

Services

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

This service is required to deliver the tracking, monitoring and reporting of 16– 17 year olds, academic years 11 through to 13. The service provider will achieve this by undertaking activity surveys, maintaining and reporting to the Authority on the September Guarantee, maintaining and delivering the initial engagement and signposting of young people identified as being an early leaver, and referring young people to each borough's NEET panel as appropriate. Additionally, through the collection of data focussed on students in academic years 10 to 11, who are recognised at risk of becoming NEET.

It is anticipated that the contract will be awarded for the duration of an initial three (3) years, with the option to extend for a further period of up to 24 months.

In July 2021, the Councils undertook a market engagement exercise. Information for the previous market engagement will be shared in the upcoming tender.

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

Value excluding VAT: £496,750

#### **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
- 85000000 - Health and social work services
- 85312300 - Guidance and counselling services
- 85312310 - Guidance services

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

NUTS codes

- UKI - London

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

To award a service contract for the delivery of Tracking and Survey Activities Relating to Young People's Participation in Employment, Education or Training across two authorities, Westminster City Council (WCC) and The Royal Borough of Kensington & Chelsea (RBKC). This service is required to deliver the tracking, monitoring and reporting of 16 – 17 year olds, academic years 11 through to 13.

The service provider will achieve this by:

- 1) undertaking activity surveys
- 2) maintaining and reporting to the Authority on the September Guarantee
- 3) maintaining and delivering the initial engagement and signposting of young people identified as being an early leaver
- 4) referring young people to each borough's NEET panel as appropriate
- 5) collection of data focussed on students in academic years 10 to 11, who are recognised at risk of becoming NEET

It is anticipated that the contract will be awarded for a duration of an initial three (3) years, with the option to extend for a further period of up to 24 months.

## **II.3) Estimated date of publication of contract notice**

24 January 2022

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## **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

If you are not registered on Westminster City Council's capitalEsourcing e-tendering portal, but would like to participate, please use the link below and follow the on-screen registration instructions. <https://www.capitalesourcing.com/web/login.shtml>

We anticipate publishing this tender in mid to late January 2022. Contract commencement is likely to be August 2022.