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Planning

## Employee Engagement Platform

LEEDS TRINITY UNIVERSITY

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-045787

Procurement identifier (OCID): ocds-h6vhtk-0580a2 ([view related notices](#))

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### Scope

### Reference

PFB064LTU

### Description

Leeds Trinity University (LTU) is reviewing options for the provision of an Employee Engagement Platform to deliver staff surveys over the next 3-5 years. We would like to hear from suppliers who are able to meet the following requirements and who can provide some brief information about how they would be able to do this.

Any information received would be used to further define our requirements and to seek internal approval to proceed to tender stage.

NB: This stage of the process is not a tender and will not therefore be evaluated.

For consideration:

1. Working within environment of structural change

2. A history of lack of action and change following surveys
3. A survey and reporting system that meets accessibility requirements and technological compatibility

Basic requirement:

1. 3-year contract (paid annually)
2. Well established and mature employee experience platform
3. Surveys delivered to approx. 700 colleagues
4. Deliver one survey (approx. 20-25 questions) annually and one pulse survey (approx. 3-5 questions) 6 months later (i.e. 2 short surveys in 12 months).
5. Well-researched engagement questions that will support leaders to take action and make improvements
6. Breakdown of approx. 25 functional reports
7. Earliest potential delivery March 2026.
8. Benchmarking within/outside sector

Optional requirements based on available budget

4. Provision of results through the use of static reports, a leadership dashboard, or a mix of the two (We have 7 Executive members and approx. 12 Senior Leaders)
5. Options for additional analysis options e.g.
  - a. EDI - Results by protected characteristics
  - b. Results by levels of Leadership (grade)
  - c. Connecting results with cultural aims/performance/student impact.
6. Building leadership capability in year 1 to enable internal delivery in year 2 and 3 e.g.
  - a. Presentation to Executive (Virtual)
  - b. Leadership workshops on action planning (face to face x 2)

c. Supplementary presentation/engagement material

Supplier Response

Please provide:

- Brief proposal which sets out how your solution meets the requirement, including any of the listed options
- Indicative price based on the information provided, this should include:
  - o Annual cost for 3-year contract
  - o Implementation costs for a typical implementation of this size
  - o Any additional costs, associated with training or support etc.
  - o All costs should be exclusive of VAT

**Contract dates (estimated)**

- 5 January 2026 to 4 January 2029
- 3 years

**Main procurement category**

Services

**CPV classifications**

- 79311000 - Survey services
- 79414000 - Human resources management consultancy services

## **Contract locations**

- UKE42 - Leeds

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## **Engagement**

### **Engagement deadline**

26 August 2025

### **Engagement process description**

In the first instance, expressions of interest by e-mail to Lyndsay Glasper ([l.glasper@leedstrinity.ac.uk](mailto:l.glasper@leedstrinity.ac.uk)).

This engagement phase closes at 0900h on Tuesday 26th August 2025.

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## **Contracting authority**

### **LEEDS TRINITY UNIVERSITY**

- Companies House: 06305220
- Charity Commission (England and Wales): 1120102
- Public Procurement Organisation Number: PGBV-8529-RCMZ

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Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government