This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/066347-2025">https://www.find-tender.service.gov.uk/Notice/066347-2025</a>

Tender

# **Employee Engagement Platform**

#### LEEDS TRINITY UNIVERSITY

UK4: Tender notice - Procurement Act 2023 - view information about notice types

Notice identifier: 2025/S 000-066347

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

Published 17 October 2025, 2:09pm

## Scope

#### Reference

PFB064LTU

## **Description**

Leeds Trinity University has a requirement to put in place a contract with a single supplier for the provision of employee engagement services.

The last full colleague survey was delivered in June 2023, and was followed by two pulse surveys in 2024, (with themes of wellbeing and leadership).

Building leadership capability is a key feature of the contract to ensure that leaders have the skills and ability to identify concrete actions in support of their own teams' results.

To deliver on our Organisational Culture and Transformation priority going forward, we plan to introduce a regular rhythm to colleague engagement and action planning. Consideration will need to be given to:

- Working within an environment of recent, and potentially ongoing, structural change

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- A history of lack of action and visible change following surveys

- A survey and reporting system that meets accessibility requirements and technological

compatibility and enables easy access to survey results.

The contract will be in place for an initial period of 3 years with the option to extend for two

further periods of twelve months.

Instructions and accessing the tender documents:

The procurement will be conducted exclusively via the university's e-tendering website,

where all documentation can be found and downloaded:

https://neupc.delta-esourcing.com/members/leeds-trinity-university/

Accessing an Opportunity via the university's e-tendering website:

Once you have created a supplier profile, to respond to an opportunity, click 'Response

Manager' or 'View Invites and Responses'. You will then be presented with a list of all

opportunities your organisation has previously worked on and will be given the option of

viewing current invites or entering the access code to begin responding to a new

opportunity.

Notes:

Project: PFB064LTU Employee Engagement Platform

Access Code: 6SZ88W6DJX

Closing Date: 09:00 on 17/11/2025

### **Total value (estimated)**

£180,000 including VAT

Below the relevant threshold

**Contract dates (estimated)** 

- 1 February 2026 to 31 January 2029
- Possible extension to 31 January 2031
- 5 years

Description of possible extension:

Two further periods of twelve months are available, subject to supplier performance and ongoing requirement.

## **Options**

The right to additional purchases while the contract is valid.

Additional services in relation to employee engagement, leadership capability building and staff surveys may be procured from the successful supplier.

# Main procurement category

Services

### **CPV** classifications

- 79311000 Survey services
- 79414000 Human resources management consultancy services

#### **Contract locations**

UKE42 - Leeds

## **Participation**

### Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

### **Submission**

#### **Tender submission deadline**

17 November 2025, 9:00am

## Submission address and any special instructions

Instructions and accessing the tender documents:

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## Tenders may be submitted electronically

Yes

## **Award criteria**

Weightings as follows:

Quality - 60%

Price - 40%

Further detail, including sub-criteria, is provided in the tender documentation.

## **Procedure**

# **Procedure type**

Below threshold - open competition

# **Contracting authority**

### **LEEDS TRINITY UNIVERSITY**

• Companies House: 06305220

• Charity Commission (England and Wales): 1120102

• Public Procurement Organisation Number: PGBV-8529-RCMZ

Brownberrie Lane

Leeds

**LS18 5HD** 

**United Kingdom** 

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Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government