



# **SPECIFICATION**

**Get Into Social Care – Employability Programmes  
for Young People  
Scotland**



## **SPECIFICATION FOR THE SUPPLY OF: Get Into Social Care – employability programmes for young people**

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### **1. Introduction**

The King's Trust helps change young lives in the UK. We give practical and financial support to disadvantaged 13-30 years old and help them to develop skills such as confidence and motivation. We work with young people who have struggled at school, have been in care, are long-term unemployed or have been in trouble with the law.

Our Get Into programme is an employability focused strand of our work. Get Into is a sector-specific programme which offers training and work experience to provide a young person with the confidence and skills to secure a job. The primary aim of Get Into Social Care is for young people who participate in the programme to get a sustainable job in Social Care.

#### **The King's Trust Target Group**

All Get Into Social Care programmes will need to support The King's Trust's target group of young people:

- 16 - 30 at the beginning of the course, and not in full-time Education, full-time Employment or Training (NEET) or Economically Inactive.

We would be interested in how organisations could engage and support young people with the following experience:

- Living in the highest deprived areas
- Black, Asian and Minority Ethnic Backgrounds
- In Care/Leaving Care

To find more about what we do please see the link below.

[The King's Trust | Confidence, courses, careers](#)

For the purposes of this contract, The King's Trust will be the lead on recruitment of young people, but we expect the successful supplier to be able to demonstrate how they will engage with, and support, those in our target cohort.

### **2. Scope of the Contract**

We require a single delivery partner (organisation) to run our Get Into Social Care programmes in partnership with The King's Trust across Glasgow, Edinburgh & Dundee from September 2025 to March 2026 with the possibility of extending this for an additional year until March 2027.

Initially, we would be looking for a delivery partner to deliver a minimum of 4 x Get Into programmes of 4 to 5 weeks in length.

If the delivery is successful, we would hope to continue working with this partner to deliver our Social Care programmes through 26/27 and anticipate this would be a further 4-6 programmes.

The contract is expected to be in place for a maximum of 18 months with potential for up to 2 x 12-month extensions, following formal reviews and dependent on funding.

The budget for this contract is £25,000 (inclusive of VAT) for the initial four programmes being delivered in 25/26, (i.e. up to £6250 per programme) with the opportunity to run 4-6 programmes in the following 12 months, which will be budgeted in accordance with funding available for 26/27.

### **3. Get Into Social Care Programme**

The Programme supports young people between the ages of 16-30 with the opportunity to gain skills and experience in the Social Care sector and to enable them to progress into employment. To do this, the programme aims to:

- Provide young people with the opportunity to gain and sustain the social and emotional skills required for working in the social care sector.
- Provide young people with the opportunity to learn and apply social and emotional skills in a work or learning environment.
- Provide young people with opportunities to experience work in the social care sector through real world work experience and live job opportunities.

#### **Delivery Model**

Get Into follows a joint delivery model and is run by The King's Trust in partnership with specialist organisations. The Get Into programme model contains a framework of core components which should be followed in sequence as below. These are designed to ensure there is the right mix of key elements for young people to secure jobs or significantly improve their employability skills.

It is recognised however, that there needs to be some flexibility to tailor to the specific sector or a local need that has been identified, along with the requirements of the Delivery Partner.

Aspects of the programme that can be tailored should be limited to:

- Length of the programme.
- Taster Day selection activities.
- Selection of employability workshops used and where these sit in the programme timetable.
- Outcomes or outcomes support available.

Get Into Social Care programme – delivered by King's Trust staff and Delivery Partners. The specifics of each course will be discussed and confirmed at contract stage:

- Taster day – a one-day session with young people, providing a practical experience of what the programme will be like, to learn about the sector and meet the staff teams involved.
- Get Into Programme – delivered over 4 to 5 weeks, full-time, Monday – Friday.
- Qualifications directly linked to the Get Into Social Care programme.
- Get Into Social Care course activities relating to the sector. The programme must offer practical experience for young people.
- One-to-one support to help each young person identify their next steps.
- A variety of opportunities presented to young people around next steps such as live vacancies, further education, training and volunteering opportunities.
- A final celebration event to present certificates and qualifications

An example of how a programme may be delivered would be: 1 to 2 weeks social care training in a classroom, receiving relevant qualifications and accreditations that would support young people on placement, such as First Aid and Manual Handling. This would be followed by 1 to 2 weeks work experience out on a live placement, pairing the young people with a mentor/buddy. This will allow them to develop workplace skills, both specific and general. The last week would cover employability skills and interviews for live vacancies.

## **Outputs & Outcomes**

Each programme will be attended by 12 young people and bidders will need to be able to support a cohort of this size.

By the end of the programme, young people will have gained knowledge and developed skills specific to the Social Care sector as well as gaining a clearer understanding of pathways into that chosen field.

### Outcomes Targets

- 80% of Young People should achieve a positive outcome.
- Delivery Partners should provide a minimum of 50% of participants with direct employment outcomes (job offers).
- Successful Supplier should provide a significant contribution to the provision of outcomes, such as:
  - Guaranteed interviews with employer networks.
  - Access to exclusive roles.
  - Individualised job search support.
  - Industry-recognised certification or licenses at a level required for specific jobs.

## **Supplier Requirements**

Successful suppliers will be required to:

- Deliver Taster Day activities in partnership with King's Trust staff.
- Process PVG's for each young person
- Deliver sector specific qualifications where applicable.
- Support with final celebration event
- Provide a venue for the Taster Day, followed by the programme and the end of programme celebration event. Please note where available, programmes may be run out of The King's Trust Centre. If this is the case, venue hire costs will not be paid to the Delivery Partner.
- Demonstrate expertise and an innovative approach to delivering practical training that will help motivate and inspire young people.
- Assist with providing meaningful progression opportunities for young people.
- Demonstrate experience and/or an understanding of The King's Trust target groups.
- Share The King's Trust values in delivering programmes for young people: Passionate, Enabling, Non-Judgemental, Approachable and Inspiring.

## **4. Procurement Process and Draft Timelines**

Your tender scores will be evaluated based on the Most Advantageous Tender, with the highest scoring supplier being offered Preferred Bidder status to take this forward into contract.

**Our weightings for evaluation are: Price 30% Quality 70%**

As standard winning bidders need to achieve a score of **50%** on quality (therefore minimum overall quality score of 35%) in order to win the bid and must have a turnover of 4 (four) times the contract value bid (based on the initial 7 month contract), or a guarantor for the work.

We welcome collaborative responses from suppliers who work as a consortium or subcontract elements of the contract; but we can only accept one 'Main Contractor' bid from each group. Should you submit a bid as the Main Contractor we cannot accept any bid where you are also registered as a subcontractor.

**All bidders must complete and return**

Annex A – Standard Selection Questionnaire and Form of Tender and,  
Annex B – Financial Submission.

**Please do not upload any more documents than those asked for, and do not include hyperlinks in your Annexes. All information should be written directly into the response documents.**

**We cannot be held liable for incorrect or incomplete documents being uploaded.**

Individual question weightings will be documented within Annex A - Form of Tender. Pricing must be stated inclusive of VAT and fixed for the contract length. Once your pricing has been submitted to tender this cannot be changed so please quote us your best and final offer.

We may run a round of presentations if scores are close and we require more information. We will invite the top two scoring bidders to come in and clarify aspects of your tender and may re-mark your qualitative submission +/-2 on each question scored. After this day our Preferred Bidder will be announced.

**The Trust retains the right to reject any tender bid from any supplier who attempts to discuss the tender, win favour, or sway the process by engaging directly with any key stakeholders of the Trust or any partners. Any requests for additional information must only be made through the Trust's e-tendering portal MultiQuote.**

**Indicative timelines for the Procurement are as follows:**

Publish tender	9 <sup>th</sup> July 2025
Deadline for questions	As stated on tender portal.
Deadline for tender	As stated on tender portal.
Estimated Contract Go Live	1 <sup>st</sup> September 2025

Each bidder will be given the chance to receive their scores and feedback after the tender has closed.

Our scoring methodology for quality criteria is below.

Scoring Range & Methodology				
Poor	Fair	Good	Very Good	Excellent

Not Acceptable for Award				Acceptable for award					
1	2	3	4	5	6	7	8	9	10
Poor Response		Fair Response		Good Response		Very Good Response		Excellent Response	
Significant deficiencies in the response leading to considerable cause for concern.		The deficiencies in the response leading to some cause for concern.		Demonstrated capabilities and a good fit to the PT requirement.		Demonstrated capabilities and a very good fit to the PT requirement.		Clear demonstration and explanation of each factor.	
Very limited detail provided.		Some detail provided but only a high-level response.		Good detail provided.		Very good detail provided.		Response provides confidence that the solution will fully meet requirements.	
Does not satisfy minimum requirements.		Does not fully satisfy all minimum requirements		May not fully satisfy all minimum requirements.		Satisfies all minimum requirements.		Excellent fit to PTs requirement.  Capabilities and methodologies of operation set out in clear, unambiguous detail.	
								Have included additional innovation/ functionality that exceed the minimum requirements as identified in the tender specifications <u>without additional costs</u> to PT.	

## 5. Contract Management and Review

All tenderers agree to sign up to the Trust Standard Terms and Conditions and be paid by BACS on invoice for their work. The Trust's Standard Payment Terms are 30 days from the date of invoice. The Trust works on a no PO, no pay basis, so please make sure you have a Purchase Order number quoted on your invoices to avoid any delays in payment.

We would expect all invoices to be submitted within 30 days of the programme ending.

## 6. Social Value

We are interested to work with suppliers who are able to offer us pro-bono or reduced rates to meet their Social Value objectives. If you can offer this please detail it in Annexes B and C. Each of our tenders has 10% attributed to Social Value (SV) within the Qualitative response, where you will be asked to detail your contributions to SV in your community. We consider being a certified real living wage employer as a contribution to SV.

SV measures the impact that you, as a supplier to the Trust, will have on your local area or region outside of the work that is being delivered as a part of the contract. It includes aspects of Social, Economic and Environmental value.

The Government's Social Value Model breaks this down into a few main themes:

- Covid-19 Recovery
- Tackling Economic Inequality
- Creating new businesses, jobs and skills
- Increasing supply chain resilience and capacity

- Fighting Climate Change
- Equal Opportunity
- Reducing the disability employment gap
- Tackling inequality
- Wellbeing
- Improving health, wellbeing and community cohesion

We understand that not every bidder will have SV work going on in every theme and approach scoring this on a scalable model taking into account supplier size and reach; however, there will always be something that you are able to contribute to.

By putting this into our tenders The King's Trust are encouraging our supply chain to invest in a better future for their communities and, in turn, asking them to instil these actions and behaviours into their supply chains.

Social Value is wide reaching and can have a real impact on ensuring our communities are stronger, greener and more equal into the future.