

Contract Title: CS5217 - Supply of Special Educational Needs or Disability (SEND) Youth Activity for Young People Aged 12 To 25

The London Borough of Tower Hamlets (the "Council") is seeking expressions of interest from interested organisations for the above services.

Description:

The contract is for the supply of special educational needs or disability youth activities for young people aged 12 to 25. The successful tenderer shall supply young people with access to free positive activities and informal educational courses in the form of an evening programme (the "programme") enabling them to have places to go and things to do. The programme offered should be stimulating, interesting and fun and will include a range of opportunities to enable young people to develop socially, physically and intellectually.

The programme shall be provided for the contract period 1st April 2017 to 31st March 2018 inclusive; with the option to extend for a further 12 months until 31st March 2019.

The contract shall be awarded to one contractor who will make the programme available to young people who live, or go to school/college or regularly attend a youth centre in the London Borough of Tower Hamlets.

The maximum available budget for the period 1st April 2017 – 31st March 2018 is £50,000. There is an option to extend this contract by a further 12 months to 31st March 2019 and if the option to extend is taken then the maximum available budget available for the extension period will be £50,000. The total maximum value of this contract including the option to extend is £100,000.

Young people have told the Council that they want to participate in youth activities in high quality venues. As a result, the contractor shall ensure that the *programme* is delivered in a high quality venue which is young person friendly.

The contractor will be responsible for the costs associated with all venues utilised as part of the contract.

A key target for this contractor will be the achievement of a minimum of 100 *contacts* with young people per ward.

A supplier briefing will be held on:

Time: 3 pm - 4 pm

Date: 6th March 2017

Location: 6th floor Conference Room, 6 floor Mulberry Place, 5 Clove Crescent, London E14 2BG

Please contact ronke.martins-taylor@towerhamlets.gov.uk to register and for further information, by 12 noon on Friday, 3rd March 2017.

The anticipated contract start date is: Saturday, 01 April 2017

The estimated value of the contract is:

£100,000 excluding extension	Total Cost
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For a period of: 1st April 2017 – 31st March 2018 with an option to extend a further 12 months until 31st March 2019.

Organisations wishing to express their interest are requested to **register** on the London Tenders Portal (www.londontenders.org) where the tender documentation will be available for download.

Organisations must ensure that access to the system is available to their representatives dealing with the contract. The Council will not be liable for the lack of delegated access within the organisation and will not send any documentation regarding the contract, which shall be exclusively available through the portal.

Tenderers are responsible for allowing sufficient time to submit their ITT. The Council accepts no liability whatsoever for ITT's that are not submitted due to internet connectivity issues, transmission delays or errors.

Deadline for expression of interest and / or return of quotation is:

Friday, 17 March 2017 12 noon

The Council is an Equal Opportunities Employer and a supporter of Ethical Governance, our protocol can be found here along with

[Guidance to Suppliers and Providers](#). Or via:

<http://www.towerhamlets.gov.uk/>

The Council does not undertake to invite all applicants or bind itself to accept the lowest or any Tender. The Council will not be liable for any costs incurred in tendering for this contract.

If you require any further information please contact:

John Collins at: procurement@towerhamlets.gov.uk