

## Consortia Working

### Opportunity of Consortia Working - a guide for businesses and/or organisations

If forming or joining a consortia, for the purposes of tendering for business with Dorset Council, the following factors need to be considered.

#### Structure of the Consortia

You will be required to state the structure on the consortia as part of your tender submission.

Details to include:

- Name of your consortia [group of economic operators]
- Proposed legal structure, if consortia intend to form a named single legal entity prior to signing a contract, if awarded.
- If not intending to form a single legal entity, an explanation of the legal structure.

#### Supporting Detail on the Consortia

To support your consortia proposal, you will be required to provide details on the composition of the consortia, indicating which member of the consortia will be responsible for which elements of the service e.g. lead organisation, service delivery, training, administration.

You will need to evidence your proposed consortia arrangements in terms of its structure and operation. This may include, but is not limited to, copies of documents such as joint working agreements and governance arrangements.

Without supporting evidence on the proposed consortia, the Council may exclude your tender submission so please ensure that you provide as much detail as possible. Also ensure what you submit has already been discussed, documented and agreed with all members of the consortia prior to submitting a tender.

#### Advice and Guidance

The Council is unable to provide any specific advice to organisations on the setting up of consortia and you should seek independent advice on this matter. Information can be found via the internet on consortia working and the following are a few links that might be useful:

- **Gov.uk – Working in Consortium**  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/207946/working\\_in\\_a\\_consortium.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/207946/working_in_a_consortium.pdf)
- **National Council for Voluntary Organisations (NCVO)**  
<http://www.ncvo.org.uk/> [search “Consortia”]
- **Charity Commission – Consortia for the delivery of public services**  
<http://www.charitycommission.gov.uk/media/95353/rs26text.pdf>

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