**Contract: KICK-START – YOUTH LED PROJECTS**

**CONTRACT NO. 1617-0697**

Islington Council invites suitable expressions of interest from suppliers for

Kick Start – Youth Led Programmes.

**Background**

Islington Council is committed to supporting all young people, whatever their background, to have the same opportunities to reach their potential and enjoy a good quality of life.  In this context, Islington has maintained its investment in universal youth services and has undertaken a range of work over the past 5 years to shape and co-produce engaging and relevant services and opportunities alongside young people.

The principles that underpin the commissioning and providing of the youth offer are set out in the ***Islington Outcomes Framework for Young People***.In 2016, new work, including a deliberative event, attended by nearly 100 young people and adult stakeholders, confirmed that these principles remain relevant for young people, and identified what they want including:

* to continue to co-produce opportunities
* to take part in opportunities that are ‘worth it’ for them, that contribute to their development and fit around their busy lives
* a flexible offer that they can start to access close to home and offers opportunities that are relevant for older young people (over 18)
* to receive more and varied communication about what is on offer

The report of the deliberative event Islington Youth: ***Better Futures Start Here!***

Islington has secured a varied and engaging universal youth offer which currently includes the Islington Youth Council, Lift, Platform, Rose Bowl, the Zone and Spectrum and other opportunities which engage young people with special educational needs and disabilities as well as pregnant young women and young parents.  There is also an online directory of accurate and up to date information for young people on izzy-info.com.

The council now intends to further expand the quality and extent of the universal youth offer through procuring a range of new contracts, including this specification for Ambitious Communities.

**The requirement**

The Kick-Start youth led programme aims to create new and innovative approaches to working with young people, which develop and promote the idea of co-production and which support young people’s active engagement. The purpose of the programme is to attract providers who can work in an equal partnership with young people to design, deliver and evaluate their own project ideas.

The Kick-Start programme recognises the value and benefits that can derive from young people working together with service providers to achieve a positive outcome for themselves and their peers. The intention through the funding is to expand the range of fun and engaging opportunities available to young people across the borough and to develop a variety of creative approaches through which the views, ideas and opinions of young people can be supported and expressed.

The Kick-Start programme also aims to develop opportunities with young people who may rarely or inconsistently access youth services and whose voices may seldom be heard. The intention is to attract providers that can utilise a range of approaches in varied settings to engage with young people, including going to places where young people are so that organisations can engage with them more fully.

All proposals should be able to clearly describe the approach to creating sustained engagement with young people and identify any additional community resources that may contribute to its success.

Organisations are invited to deliver project(s) with a duration of between 12 weeks to 6 months’ and beyond, identifying how young people will play a central role in planning, delivery, decision making and review of the project(s).

The total funding available for the Kick Start programme is £50,000 per annum, which may be spread across up to ten contracts. Contract start dates will be from September and the initial agreement will run for a period of 30 months. It is estimated that the contract will start on 1 September 2017 with the option to extend for a further 84 months (7 years) subject to satisfactory performance and available funding.

**Lots**

The contract is not divided into lots, however, up to ten contracts may be awarded.

**TUPE [Transfer of Undertakings (Protection of Employment) Regulations]**

Potential providers must be aware that TUPE may or may not apply to this service. Further details will be available in the invitation to tender.

**Contract Period**

The contract period will be for 30 months from an estimated start date 01 September 2017 with options to extend up to a further 7 years (84 months).

**Contract Value**

The estimated total value of this contract is £475,000 over the maximum 114 months term of the contract. This is based on up to £50,000 per annum. The Council is looking to award a maximum of ten contracts for this service. If the council receives a single tender for the maximum available budget, this will be rejected on the basis that we are looking for a minimum of five contracts (and a maximum of ten) to deliver the service. We are not looking to award only one contract for this service.

**Award criteria**

The contract will be awarded to the Most Economically Advantageous Tender (MEAT) in accordance with the Public Contracts Regulations. MEAT for this contract is quality 80% and cost 20%. Contracts will be awarded to between two and up to ten tenderers who achieve the highest combined cost and quality score. Further details will be provided in the invitation to tender.

**Cost 20%**

**Quality 80%**

**Cost made up of:**

|  |  |  |
| --- | --- | --- |
| Affordability (20%) | Unit cost per hour (pricing schedule) | 20% |

**Quality made up of:**

|  |  |
| --- | --- |
| **Proposed approach to the exploring and developing of project ideas with young people**  | 20% |
| **Proposed approach to programme/project delivery that develop and promote young people’s capabilities** | 20% |
| **Proposed approach to recording and evaluation of programmes and projects with young people** | 20% |
| **Proposed approach to developing an offer delivered in places and at times that respond to young people’s needs** |  20% |

**Total 100%**

Tenderers should be aware that we reserve the right to hold site visits and/or presentations and/or interviews during the tender process. Site visits and/or presentations and/or interviews will be for verification/clarification purposes of the written submission.

We reserve the right to interview leading bidders.

**Procurement Process**

This contract will be procured using the Open Procedure. The Open Procedure means that all bidders who successfully express an interest will automatically be invited to tender and have access to the tender documents. Those who submit a tender and meet the minimum requirements will have their full tender, method statements and pricing evaluated.

**How to express an interest**

If you wish to apply for this contract please follow the steps below:

Register your company free of charge via the **London Tenders Portal**.

Link: <https://www.londontenders.org/procontract/supplier.nsf/frm_home?openForm>

Await acceptance. You will receive an email confirming your username and password.

Use your username and password to log into the London Tenders Portal and express your interest in 1617-0697 Kick-Start Youth Led Projects.

Shortly after you have expressed interest, you will receive a second email containing a link to access the tender documents.

**Deadlines**

The deadline for expressions of interest is: **11.59am on 5 July 2017**

Submission of Tender documents by: **12 pm on 7 July 2017**

Late submissions will not be accepted.

**Additional information**

* We reserve the right to offer this contract to internal or external partners and other public sector and/or voluntary organisations.
* Islington Council and its partners are committed to work towards a ‘Fairer Islington’, for more information see www.islington.gov.uk.
* Please **do not** include any publicity material with your submissions.
* Islington Council aims to provide equality of opportunity and welcomes applicants who meet the qualitative selection criteria from black and minority ethnic communities and disabled groups.
* The Council encourages all types of organisation who meet the qualitative selection criteria including Voluntary and Community Sector (VCS) organisations, Social Enterprises or not for profit enterprises and small to medium enterprises (SME) to tender.
* Your submission will be marked in stages. Only applicants who meet the requirements at each stage will progress to the next stage. Further details will be contained in the tender documents.
* Please include the Contract Number of this tender process when communicating with the Council in any way.
* All questions relating to this contract should be raised via the question and answer section of the relevant contract on the London Tenders Portal. Please do not contact any officer of the council directly.
* Applicants are advised that all costs incurred either directly or indirectly in preparation, submission or otherwise related to this advertisement will be borne by them, and in no circumstances will the council be responsible for any such costs. Applicants are also advised that the council at its sole discretion acting reasonably and in good faith reserves the right to abandon the procurement at any stage prior to contract award.
* As part of a commitment to transparency the council is now publishing all spend over £500 each month. This includes spend on contracts, so the successful contractor should expect details of spend against the contract to appear on the council website [www.islington.gov.uk](http://www.islington.gov.uk/Council/councilworks/councilfinance/default.asp). The council is also committed to publishing tender and contract documentation after contract award stage. Commercially sensitive information will be redacted from documentation. What constitutes commercially sensitive information is a matter for the council’s sole discretion. However, tenderers will be invited to identify information they consider to be commercially sensitive in their tender return and this will be taken into account in the council forming a view.

