**RFQ/ITT – Tender Response Document**

**Project Jumpstart to Success**

**(funded by the GLA’s UKSPF)**

|  |  |
| --- | --- |
| **Organisation Name** |  **<<Insert Bidder Name>>** |

|  |
| --- |
| **PLEASE ENSURE YOU HAVE READ ALL ITT DOCUMENTATION BEFORE COMPLETING THIS RESPONSE DOCUMENT AND REFER TO them AS YOU COMPLETE THE DOCUMENT** |

**Introduction**

***The Tender Response Document must be completed in full.***

**PLEASE NOTE:** There is a maximum word limit indicated for each response.

**SCORED QUESTIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Question: Overview** | **Max****Word****Count** | **Weighting****%** |
| **1** | **Please give a brief overview of your organisation. Please include the following within your answer:*** brief history
* company overview
* experience of mentoring and upskilling NEET Young People and getting them into employment, education or training
 | 300 | 20 |
| **Response:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Question: Quality Assurance** | **Max****Word****Count** | **Weighting****%** |
| **2** | **Please describe how you will ensure quality within your programme? Please include the following within your answer:*** Your quality assurance processes
* How your organisation internally monitors NEET mentoring and upskilling activities
* How you record the support journey and how this will be quality assured and reported to the Corporation.
* Details of staff skills, qualifications and CPD
 | 500 | 30 |
| **Response:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Question: Delivery Model** | **Max****Word****Count** | **Weighting****%** |
| **3** | **Please describe your proposal for delivering the project requirements. Please include:*** Confirmation that you can commence delivery immediately
* How you will support 50 NEET Young People through an employability support programme in 2024, through which a minimum of 30 will progress to employment, education or training by March 2024
* Proposed length of support programme and regularity of support interventions per YP
* Types of support (activities, 1-2-1, group etc)
* How you will access YP
* A summary of your proposed outcomes for YP
* How you will achieve your intended outcomes for the YP
* Methods of YP intervention, mentoring, upskilling and supporting into EET
 | 700 | 40 |
| **Response:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Question: Safeguarding and Other Policies** | **Max****Word****Count** | **Weighting****%** |
| **4** | **Safeguarding is very important for this service. Please:*** Outline your Safeguarding and Prevent policy. Please attach a copy of your policy (attachment excluded from word count)
* Outline your Health and Safety policy. Please attach a copy of your policy (attachment excluded from word count)
* Outline your approach to British Values and their inclusion in learning. Please attach a copy of any relevant policy

Describe how the policies outlined are implemented in relation to your learners | 300 | 10 |
| **Response:** |

|  |  |
| --- | --- |
| **Total** |  |