**Tender Response**

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| **Company Name** |  |
| **Legal status (charity, Ltd company etc)** |  |
| **Company/ charity number** |  |
| **Registered address** |  |
| **Correspondence address if different** |  |
| **Main phone number** |  |
| **Contact Name** |  |
| **Position** |  |
| **Contact email** |  |
| **Contact phone** |  |
| **Alternative contact name and details** |  |

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| **Please answer the below questions, the responses of which will be taken into consideration within the final evaluation process.  IMPORTANT – This is a pass or fail section, failure to answer these correctly will render your submission as void and will be excluded from the process.** | |
| 1. **Your organisation will provide the following policies:**   **safeguarding/ equality and Diversity/ health and safety/ GDPR compliant data protection policy/ whistleblowing/** | Yes/No |
| 1. **Public liability Insurance: £5,000,000** 2. **Professional indemnity Insurance: £5,000,000** 3. **Employer’s liability Insurance: £1,000,000**   **Copies of the above are required with submission** | Yes/No |
| 1. **Does your organisation have risk assessments in place to work with vulnerable groups?** | Yes/No |
| 1. **Your organisation confirms that you have the resources and financial management systems to successfully operate the contract.** | Yes/ No |
| 1. **Please enter details of accrediting bodies and professional accreditations (eg Matrix)** |  |
| 1. **Criminal convictions**   **You will be excluded from the procurement process if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved).  If you have answered “yes” to question 2.2 on the non-payment of taxes or social security contributions, and have not paid or entered into a binding arrangement to pay the full amount, you may still avoid exclusion if only minor tax or social security contributions are unpaid or if you have not yet had time to fulfil your obligations since learning of the exact amount due. If your organisation is in that position, please provide details using a separate Appendix. You may contact RIO for advice before completing this form.**  **All of the questions in Section 2 are Pass/ Fail – if the Bidder responds “Yes” to any of these questions, this may constitute a “Fail”/** | |

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| **2.1 Within the past five years, has your organisation (or any member of your proposed consortium, if applicable), Directors or partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?** | **Please indicate your answer by**  **marking ‘X’ in the relevant box** | |
| **Yes** | **No** |
| 1. **conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;** | **- Yes** | **- No** |
| 1. **corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;** | **- Yes** | **- No** |
| 1. **the common law offence of bribery;** | **- Yes** | **- No** |
| 1. **bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010; or section 113 of the Representation of the People Act 1983;** | **-Yes** | **- No** |
| 1. **any of the following offences, where the offence relates to fraud affecting the European Communities’ financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities:** | **- Yes** | **- No** |
| **(i) the offence of cheating the Revenue;** | **- Yes** | **- No** |
| **(ii) the offence of conspiracy to defraud;** | **- Yes** | **- No** |
| **(iii) fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978** | **- Yes** | **- No** |
| **(iv) fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;** | **- Yes** | **-No** |
| **(v) fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;** | **- Yes** | **-No** |
| **(vi) an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;** | **- Yes** | **-No** |
| **(vii) destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;** | **- Yes** | **- No** |
| **(viii) fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or** | **- Yes** | **- No** |
| **(ix) the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;** | **- Yes** | **- No** |
| 1. **any offence listed—** | **- Yes** | **- No** |
| **(i) in section 41 of the Counter Terrorism Act 2008; or** | **- Yes** | **- No** |
| **(ii) in Schedule 2 to that Act where the court has determined that there is a terrorist connection;** | **- Yes** | **- No** |
| 1. **any offence under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by subparagraph (f);** | **- Yes** | **- No** |
| 1. **money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002;** | **- Yes** | **- No** |
| 1. **an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996;** | **- Yes** | **- No** |
| 1. **an offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;** | **- Yes** | **- No** |
| 1. **an offence under section 59A of the Sexual Offences Act 2003;** | **- Yes** | **- No** |
| 1. **an offence under section 71 of the Coroners and Justice Act 2009;** | **- Yes** | **- No** |
| 1. **an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or** | **- Yes** | **- No** |
| 1. **any other offence within the meaning of Article 57(1) of the Public Contracts Directive—** | **- Yes** | **- No** |
| **(i) as defined by the law of any jurisdiction outside England and Wales and Northern Ireland; or** | **- Yes** | **- No** |
| **(ii) created, after the day on which these Regulations were made, in the law of England and Wales or Northern Ireland.** | **- Yes** | **- No** |
| **2.2 Non-payment of taxes**  **Has it been established by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which your organisation is established (if outside the UK), that your organisation is in breach of obligations related to the payment of tax or social security contributions?**  **If you have answered Yes to this question, please use a separate Appendix to provide further details. Please also use this Appendix to confirm whether you have paid, or have entered into a binding arrangement with a view to paying, including, where applicable, any accrued interest and/or fines?** | **- Yes** | **- No** |

**Please see the below table which highlights the allocation of scores to the remaining questions:**

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| **All questions will be marked with the following criteria** | **Criteria responses** |
| * **Is this organisation providing value for money?** * **Does the organisation provide the skills required for this tender?** * **Does this organisation provide a quality service, which is suitable for this tender?** * **Is this organisation able to provide the support required for Game Changer young people?** | * **80-100% points awarded to responses which meets all of the criteria** * **50-80% points awarded to responses that cover half of the criteria listed** * **0-50% points awarded to responses which cover an element of the criteria listed** |

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| **Question Number** | **Maximum Score** | **Weighting** |
| **1** | **10** | **10%** |
| **2** | **25** | **20%** |
| **3** | **0** | **0%** |
| **4** | **40** | **25%** |
| **5** | **20** | **10%** |
| **6** | **20** | **5%** |
| **7** | **25** | **15%** |
| **8** | **30** | **15%** |
| **9** | **0** | **0%** |
| **Total** | **170** | **100%** |

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| 1. **Please provide an outline of your organisation and its core values (350 words) score /10** |
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| 1. **Please provide details of your past 3 most successful contracts/ grants in the provision of employability skills, functional skills, personal development etc relevant to Game Changer programme and if/how you exceeded contract outcomes. Score /25** | |
| Name of contract/ dates, contracting organisation and confirmation of the organisations role (primary lead or sub-contractor) | Description of services and performance |
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| 1. **Please provide details of your least well performing relevant programme in last 3 years:**   None scoring question | |
| Name of contract/ dates and contracting organisation | Description of services and performance and corrective action taken |
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| 1. **Please provide details of your approach to delivering the commissioned work to include the content of planned activity, timescales, personnel levels and experience (1200 words) scored /40** |
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| 1. **Please provide details of expected number of participants for engagement, geographies covered within the contract value. This should include whether participants will be recruited from existing programmes being delivered, or sources of new recruitment (500 words) score /20** |
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| 1. **Please detail the personal development opportunities you provide and how you would structure and evidence someone’s functional skills progression and demonstrate added value. Please provide real examples/case studies if able (500 words) score /20** |
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| 1. **Confirm details of pricing in £ GDP. Please breakdown any workings which will demonstrate value for money. Score /25** |
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| 1. **Please evidence your ability to provide accredited basic skills provision, what units/ qualifications and to what levels? (600 words) scored /30** |
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| 1. **Please provide two organisational references – None scoring question**   **IMPORTANT – submissions without references will be deemed incomplete and therefore voided from the process** |
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| **Please ensure you provide the following policies with your submission:**    GDPR Compliant Data Protection Policy  Whistleblowing  Anti-fraud  Health and Safety Policy  Environmental Sustainability Policy  Equality and Diversity Policy  Copy of Employers Liability Insurance Certificate  Copy of Public Liability Insurance Certificate  **Any submissions without these policies will be deemed to be incomplete and therefore voided from the process.** |

I confirm that all details in this form are true, complete and accurate

Signed

Date

I have enclosed tender response: yes/ no

I have enclosed profile document: yes/ no

**Submission deadline 27th May 2022**

Please return all completed documents to [louisa.luke@realideas.org](mailto:louisa.luke@realideas.org)