**Clarification TEN 474 dated 13 March 2020**

**Question:**

The BIG Productivity Team works as part of the SME business support landscape, hence it works collaboratively with a range of other programmes. Will the tenderer will work with the BIG Productivity Team and reach out to the rest of the business support community.

**Answer:**

The BIG Productivity Team will work with the Tenderer to access current SME business support landscape as required.

**Question:**

Is the tenderer expected to bring a number of likely beneficiaries to the programme?

**Answer:**

The ITT does not require this but see also Section 5.1.

**Question:**

Target enterprises are described as SMEs that have been trading for a minimum of three years, have accounts for these years, turnover of greater then £250,000, with growth less than 5% over the last two years – do we know how many businesses fall into this category, and are these measures fixed?

**Answer:**

Please refer to Section 5.1

*5.1 Initial process. BIG Productivity have devised an initial approach to the process but CDC welcomes input from the tenderer in preparing a final set of criteria.*

**Question:**

**5.3** – will it be the responsibility of the tenderer to locate and source best practice in terms of suppliers to beneficiary SMEs?

**Answer:**

Please refer to Sections 5.1 and 5.2:

5.1………… *The aim of the support would be to initiate a programme of activity that would result in a minimum of growth of 20% within 12-24 months*

5.2 *The tenderer will be responsible for providing support across potentially a wide range of sectors. It will be necessary, therefore, where the Tenderer does not have the inhouse skills and experience, to identify and subcontract with other provider(s) and manage these subcontract relationships.*

**Question:**

The tender indicates that payments will be paid monthly, and not by results. **4.3** provides the support profile - Is funding fixed or is it likely to be success based on the SME profile table?

**Answer:**

Please refer to Section 6.3:

***6.3*** *The successful tenderer will receive 7.5% of the contract price within 14 days of signing a contract with CDC the remainder of the contract will be divided by 30 and paid within 30 days of receiving an invoice and the evidence confirming the support has been completed*

**Question:**

The tender highlights intended outcomes, i.e. high value investment in excess of £500,000. Is the tenderer expected to identify sources, make such introductions or secure funding?

**Answer:**

Please refer to Section 4.1:

***4.1*** *CDC is seeking to commission an experienced supplier to collaborate with the BIG Productivity team to provide a non-financial expert advisory support to 30 ERDF eligible SMEs to significantly (step change[[1]](#footnote-1)) their productivity by gaining access to any of the following:*

* *New Markets with existing product*
* *New Markets with new product*
* *R&D development of a new product*
* *New supply chain*
* *New Process*
* *Sources of grant funding in excess of £250k*
* *High value investment in excess of £500K*

*Step change. The tenderer will identify and deliver the support the SME requires to achieve the significant increase in productivity. The tenderer is to ensure that the SME is given every opportunity to achieve the significant growth in productivity which will normally be a minimum of 20% within 12-24 months of the intervention.*

Therefore, the tenderer is expected to identify sources and make such introductions but not necessarily secure the funding

1. [↑](#footnote-ref-1)