

INVITATION TO TENDER

Provision of an AI Technological Solution to Safeguard and Protect Funded Athletes and Coaches from Online Abuse.

 Ref: UKS-25-07

INSTRUCTIONS

1. About UK Sport

UK Sport is the trading name of The United Kingdom Sports Council which was established by Royal Charter on 19 September 1996.

UK Sport are the nation’s trusted high-performance experts, powering our greatest athletes, teams, sports and events to achieve positive success. Through strategic leadership and investment of National Lottery and Government funds, UK Sport has transformed the high-performance sporting system, winning more Olympic and Paralympic medals than ever before and is recognised as one of the top nations in the world for event hosting capabilities.

UK Sport’s purpose is to lead high-performance sport to enable extraordinary moments that enrich lives, and aims to work collaboratively with partners to deliver its mission to create the greatest decade of extraordinary moments; reaching, inspiring and uniting the nation.

Additional general information about UK Spot can be found at <http://www.uksport.gov.uk>

1. Invitation to Tender (ITT)

UK Sport is on a mission to create the greatest decade of extraordinary sporting moments, reaching, inspiring, and uniting the nation. As we’ve set out in our [strategic plan,](https://www.uksport.gov.uk/about-us/strategic-plan) we want to ensure that British Olympic and Paralympic sport continues to win and to win well, whilst being underpinned by a thriving sporting system that delivers positive societal change.

The increasingly digital world we live in has fundamentally changed and impacted the world of sport. In a crowded sporting ecosystem, Olympic and Paralympic sport challenges for reach and resonance across a four-year period. The role of an athlete has changed too, with social media platforms providing unprecedented access to elite athletes like never before. In capitalising on this fandom, athletes are now 24/7 brands, content creators, influencers, entrepreneurs, and advocates for a wide range of social causes.

But with increased visibility and access, comes increased scrutiny. Scrutiny of our athlete’s performances, their ethnicities, gender, disabilities, the size and shape of their bodies and so forth. This sits alongside public scrutiny of selection decisions that Performance Directors and Coaches undertake.

As UK Sport continues to work with Chairs and CEOs of approximately 50 British National Governing Bodies (NGBs) of Olympic and Paralympic sports, as well as wider system partners to explore the opportunity to improve the reach and relevancy of Olympic and Paralympic sport, we believe now is the time to act to better protect and safeguard funded athletes and coaches from online abuse.

UK Sport have recently undertaken a scoping exercise to inform the development of support and safeguarding for athletes and coaches on the World Class Programme (WCP). The work provided us with a series of recommendations, one of which was the procurement of an AI technological solution.

Following the recommendations, UK Sport would now like to appoint an AI technological solution to support us through the Los Angeles Cycle (April 2025 to March 2029).

Structure of ITT

* 1. The ITT is divided into the following sections:
* **Instructions** – this contains UK Sport’s general tendering requirements and other information on the tendering process and the evaluation criteria that Tenders will be evaluated against.
* **Specification** – this describes the service/quality standards required to provide the Services (Appendix 1)
1. Tender Timetable and Contract Period
	1. UK Sport proposes the following timetable for the award of the Contract. This is intended as a guide and whilst UK Sport does not intend to depart from the timetable, it reserves the right to do so at any time:

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| --- | --- |
| **Date** | **Activity** |
| 3 February 2025 | ITT published |
| 10 February (5pm) | Deadline for tender clarification questions.We will attempt to send all questions and responses to all suppliers who have submitted questions by COP 11th February. |
| 17 February (5pm) | Deadline for receipt of tenders |
| W/C 24 February | Post-Tender presentation/interview |
| W/C 3 March | Contract award |
| 1 April  | Contract commencement |

1. EXPRESSIONS OF INTEREST
	1. Suppliers wishing to tender are requested to register their expression of interest by emailing Josh Saydraouten (Athlete Support Officer)
	2. The tender opportunity will be advertised via the following outlets:
* UK Sport website - [www.uksport.gov.uk/tenders](http://www.uksport.gov.uk/tenders)
* Contract Finder - [Contracts Finder - GOV.UK](https://www.gov.uk/contracts-finder)
1. Contract
	1. The contract shall run for the term 1st April 2025 to 31st March 2029 unless terminated in accordance with the terms of the contract (to be provided upon successful tender). UK Sport reserves the right to terminate the contract **at its sole discretion** after the initial 12-month period.
2. Disclaimer Costs and Expenses and Discontinuance of Tender
	1. Nothing in this ITT binds UK Sport to accept a Tender and award a contract. UK Sport reserves the right to discontinue this Tender at any time during the ITT process and not to accept a Tender or award a contract.
	2. UK Sport shall not be liable to the Tenderer in any way whatsoever for the Tenderer’s costs and expenses incurred during the tender process from its discontinuance or in relation to which a contract is not awarded.
	3. The Tenderer is responsible for preparing all information necessary for the preparation of its Tender and all costs, expenses and liabilities incurred by the Tenderer in connection with the preparation and submission of its Tender shall be borne by the Tenderer.
	4. Tenderers shall ensure that they are familiar with the nature and extent of the obligations they will incur if their Tender is accepted.
3. Information and Queries
	1. Tenderers should carefully read all the documents in this ITT and fully acquaint themselves with the requirements in this ITT. A Tenderer may, by written communication to the Contact Officer, request clarification or further information in connection with the ITT. UK Sport will reasonably endeavour to answer all written enquiries prior to Tenders being submitted. UK Sport reserves the right not to respond to a request for information or clarification.
	2. UK Sport reserves the right to disseminate information that is materially relevant to all Tenderers, even if the information has only been requested by one Tenderer, subject to the duty to protect any Tenderer's commercial confidence in its responses.
	3. The deadline by which to submit clarification questions and requests for further information is 5pm on the 10th of February.
	4. All enquiries in connection with this ITT must be made in accordance with paragraphs 7.1 and 7.3 above. UK Sport reserves the right to reject any Tenderer that attempts to obtain information through any other route.

Contact Officer Name: Josh Saydraouten, Athlete Support Officer (Impact)

UK Sport, 6th Floor, 10 South Colonnade, London E14 4PU.

E mail: josh.saydraouten@uksport.gov.uk

1. Preparation of Tender
	1. This ITT has been prepared by UK Sport for the sole purpose of enabling Tenderers to submit Tenders to UK Sport. No guarantee can be given, however, and no representation is made, as to the accuracy of information contained within it and it is each Tenderer's responsibility to obtain for itself at its own expense all information which it deems necessary or desirable for the preparation of its Tender. UK Sport does not accept any liability, which might result from any inaccuracy of or omission from any such information. All information supplied by UK Sport in connection with this ITT shall be treated as confidential by the Tenderer, except where, as determined by UK Sport, such information may be disclosed: -
		1. by the Tenderer in so far as it is necessary for the preparation, submission and evaluation of Tenders; and/or
		2. by UK Sport in exercising its rights, powers, duties and obligations in relation to the exercise of its functions and to facilitate public access to information.
2. Freedom of Information and Transparency
	1. Under the Freedom of Information (FOI) Act 2000 and the Environmental Information Regulations 2004 the public have a general right of access to information held by UK Sport. This right of access to information not only includes information about UK Sport contracts but also procurement arrangements with potential Tenderers. This right does not extend to information which is confidential and/or commercially sensitive or otherwise “exempt” from disclosure under FOI. As a consequence, only information that is genuinely confidential or commercially sensitive or is otherwise exempt FOI information may not be disclosed under FOI.
	2. Tenderers are therefore required to identify those areas in their Tender that they consider are confidential and/or commercially sensitive, giving reasons and evidence (where relevant) including proposed dates for lifting confidentiality in respect of those areas. The extent to which this information shall be held in confidence by UK Sport and for how long may be subject to discussion as part of the Tender process and during post-tender negotiations (if any). Unsuccessful Tenders will be disposed of in accordance with UK Sport’s document retention and disposal policy.
	3. UK Sport reserves the right to hold all or any information contained in a Tenderers' Tender, in confidence, or to disclose it whether or not it is identified as commercially sensitive by the Tenderer where confidentiality or disclosure is necessary to comply with UK Sport’s legal duties and lawful discretion generally or in relation to the tender process.
3. Preparation and Delivery of Tender Documents
	1. UK Sport reserves the right not to accept the lowest or any Tender.
	2. The tender documents must be sent to: josh.saydraouten@uksport.gov.uk
	3. Tenders shall remain open for acceptance for a period of 60 days (sixty days) from the Tender submission date.
4. References
	1. References are required and UK Sport reserves the right to contact referees (two per Tenderer) during the ITT period.
5. Tender Evaluation
	1. Prior to evaluating Tenders, UK Sport will carry out an initial review of each Tender to confirm completeness and compliance with the requirements of this ITT and may, at its discretion, reject a Tender which is incomplete and/or non-compliant.
	2. UK Sport will carry out a Tender evaluation after the closing date for receipt of Tenders. Tenders will be evaluated against the following weighted factors:
	3. **Tender Evaluation Criteria**

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| --- | --- |
| **Criteria** | **Weighting (%)** |
| Pricing | 25% |
| Quality of the services | 35% |
| Relevant experience | 20% |
| EDI | 10% |
| Sustainability | 10% |
|  **Total** | **100%** |

The Tender Evaluation Scores

* 1. The basis for the scoring of Tenders will be in accordance with the following scale:

|  |  |
| --- | --- |
| **1** | **Unsatisfactory** |
| **2** | **Marginal** |
| **3** | **Satisfactory** |
| **4** | **Very Good** |
| **5** | **Excellent** |

1. Staffing Issues and TUPE
	1. UK Sport is neither the transferor nor transferee of the staff employed by its current contractors in the circumstances of any policy/contract awarded as a result of the procurement process of which this ITT forms part of.
	2. Tenderers should satisfy themselves as to the application of the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") to this requirement and should make suitable provision for the implications (if any) of TUPE.
2. Non-Consideration of Tender
	1. A Tender may not be considered if:
		1. it is not in accordance with these instructions or is in breach of any instruction or clause set out elsewhere in the ITT; or
		2. it makes or attempts to make any variation or alteration to any of the ITT save where authorised in writing by the Contact Officer; or is expressly permitted; or
		3. the Tenderer fails to provide within 7 days any relevant documentary evidence requested by UK Sport and not supplied with the Tender held by any signatory to the Tender; or
		4. it has attempted or does attempt to make its Tender conditional on the acceptance by UK Sport of any other Tender contract or proposal; or
		5. it does not comply with paragraph 12.
3. Rejection of Tender
	1. UK Sport may reject any Tender (which shall be without prejudice to UK Sport’s legal remedies) submitted by a Tenderer who has:
		1. made a misleading or false declaration in any of the Tender Forms. Tenders must read the Declaration of Criminal Convictions, Tax Affairs and Controversial Situations carefully and immediately inform UK Sport if they are having difficulty completing it.
		2. directly or indirectly canvassed any official of UK Sport concerning the acceptance of any Tender or who has directly or indirectly obtained or attempted to obtain information from any such member or official concerning any other tender.
		3. fixed or adjusted the prices shown in accordance with any agreement or arrangement with any other person.
		4. communicated to any person other than UK Sport the amount or approximate amount of the price shown in its tender, except where such disclosure is made in confidence in order to obtain quotations necessary to the preparation of the Tender or for the purposes of insurance or the guarantee referred to in the ITT.
		5. entered into any agreement with any other company, firm or individual so that the other company, firm or individual refrains from submitting a Tender or limits or restricts his price or anything similar.
		6. made or offered to make any type of payment or gift to any UK Sport employee or member or to anyone else where or not the person is directly connected to UK Sport directly connected with this Tender exercise.
		7. offered or given or agreed to give any officer or member of UK Sport any gift or consideration of any kind as an inducement or bribe to influence its decision in relation to the tendering procedure.

17.1.8 not been willing to commit to creating social value, by working towards improving its environmental sustainability and its approach to Equality, Diversity and Inclusion (EDI)

In the context of the Declaration of Criminal Convictions, Tax Affairs and Controversial Situations please note:

Tenderers will be excluded from the tender 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 tenderers 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 Tenderers have answered “yes” to question 2 of the declaration 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, Tenderers may still avoid exclusion from this Tender if only minor tax or social security contributions are unpaid or if a Tenderer has not yet had time to fulfil your obligations since learning of the exact amount due. If Tenderer is in that position, please provide details using a separate document. Tenderers may contact UK Sport for information about how to do this before completing this form.

UK Sport reserves the right to use its discretion to exclude a Tenderer where it can demonstrate the Tenderer’s non-payment of taxes/social security contributions where no binding legal decision has been taken.

The word “Tenderer” for these purposes shall be deemed to include any and all persons employed by the Tenderer or who are purporting to act on the Tenderers behalf whether the Tenderer is aware of their acts or not.

1. Tender Material
	1. ITT Material means information (including for example, presentation slides, drawings, handbooks, manuals, reports, instructions, specifications and notes of pre-tender clarification meetings, in whatever form or medium), issued to Tenderers by UK Sport or on its behalf, or to which Tenderers have been given access, for the purposes of responding to this ITT. Tender Material remains the property of UK Sport or other owners and is released solely for the purpose of tendering. The Tenderer shall notify UK Sport without delay if any additional Tender Material is required for the purpose of tendering.
	2. If a tender is submitted to UK Sport, the Tender Material may be retained by the Tenderer until the result of the competition is known.
	3. The Intellectual Property Rights in Tender Material may belong to UK Sport or a third party. The Tender Material may only be used for the purpose of responding to this invitation to tender and shall not be copied or disclosed to anyone other than employees of the Tenderer involved in the preparation of the tender, without the prior written approval of UK Sport. If the Tenderer discloses the Tender Material other than to employees involved in the Tender preparation or uses the Tender Material other than for the purpose of Tendering, UK Sport, or the third-party owner, may suffer damage for which compensation may be sought from the Tenderer.
2. Publicity and Branding

Tenderers shall not make any advertisement, public statement or press announcement in relation to this Tender or award of the contract should they be successful. A joint public statement and press announcement will be made at a date agreed between the successful tenderer and UK Sport.

1. **Equality, Diversity, and Inclusion and Human Rights**

The Contractor shall not unlawfully discriminate within the meaning and scope of the provisions of the Race Relations Act 1976, the Sex Discrimination Act 1975, Equality Act 2010, Disability Discrimination Act or any statutory modification or re-enactment of those acts relating to discrimination in employment or in delivery of the Services.

The Contractor shall take all reasonable steps to ensure that all employees or agents of the Contractor and all sub-contractors employed in the performance of the Services do not unlawfully discriminate as set out in this clause.

 The Contractor must promote equal opportunities in all activities covered by this agreement and have, and actively demonstrate a written equal opportunities policy statement. The Contractor must make the policy statement available to UK Sport when it is requested in writing. The Contractor must put into effect any provision which it may agree with UK Sport relating to equal opportunities and comply with all statutory duties and legislation relating to equal opportunities.

The Contractor shall provide such information as the UK Sport may reasonably request for the purpose of assessing the Contractor’s compliance with this clause.

1. **Environmental Sustainability**

The Contractor must operate in an ethical and environmentally sound way. As a minimum requirement the contractor must adhere rigorously to all relevant human rights, labour, social values and environmental laws.

The Contractor shall provide such information as UK Sport may reasonably request for the purpose of assessing the Contractor’s compliance with this clause.

**Appendix 1 - Specification**

**UK SPORT SPECIFICATION**

**Overview**

UK Sport is looking for an AI technological solution to protect and safeguard WCP athletes and coaches from online abuse. This service, which would form part of our athlete support offer, is to run across the Los Angeles 2028 Olympic and Paralympic Cycle (1st April 2025 to 31st March 2029).

**The Ambition**

To have an ‘always on’ AI technological solution in place that monitors, removes and reports online abuse directed towards WCP funded athletes and coaches.

These services are to complement existing UK Sport work to increase the reach and relevancy of funded athletes, and the International Olympic Committee and International Paralympic Committee’s effort to safeguard athletes at an Olympic and Paralympic Games. Ultimately ensuring that at any given point in an Olympic and Paralympic Cycle, funded athletes and coaches are protected by this service.

**Deliverables**

* An AI technological solution that safeguards and protects athletes and coaches from online abuse.
* The capability to identify repeated abuse and/or threats towards any given individual.
* An escalation process to engage law enforcement if ongoing abuse and/or threats have been identified.
* Process to work with UK Sport and partners to share findings and understand the type and frequency of abuse received by funded athletes and coaches.

**Social Value - EDI and Sustainability**

The appointed broker must provide demonstrable evidence of their commitment to create Social Value, by improving environmental sustainability and driving the EDI agenda.

Please outline the ways in which your organisation aims to:

* Reduce negative environmental impact and drive net positive impact.
* Drive the EDI agenda.

**Budget**

We assume that technological solutions for this project will work on a cost associated to the volume of open-source data analysed to ensure the effective delivery of the required services. Therefore, proving difficult for UK Sport to provide an indicative budget figure.

Please indicate how your pricing structure works or present the different options, with associated costs, that you believe UK Sport should consider.

Tenderers should work on the premise of the service needing to cover approximately 1200 individuals. This roughly equates to 1100 WCP athletes and 100 NGB staff.

**Applications**

Interested parties should provide a submission (no more than 20 pages) to josh.saydraouten@uksport.gov.uk by no later than **5pm on the 17th of February** outlining:

* An outline of the proposed approach to delivering the specification.
* Information that outlines the pricing structure associated with the services you are proposing.
* Information outlining your track record and credentials in this field.
* The added value you bring and where you see opportunities for this work.
* Details of the proposed personnel who would be involved, and their experience.
* Information on your organisation’s commitment to creating Social Value, by improving environmental sustainability and driving the EDI agenda.

Personnel CVs may also be submitted but must be included within the **20-page limit** noted above. All submissions should be in either word or pdf format. All questions and responses will be anonymised and shared with all parties who have expressed an interest at that juncture.

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 **Appendix 2 – EDI Procurement Questionnaire**

All sections of this questionnaire must be completed for any company to be considered for any quote or to tender for a UK Sport contract. Sections A focuses on the minimum Equality, Diversity and Inclusion standards we expect all our suppliers to meet. Section B outlines UK Sports EDI monitoring questions. Section C outlines our environmental sustainability expectations.

**All contractors with 7 or more staff will be required to complete this section of the EDI and Sustainable Procurement Questionnaire, regardless of the contract requirements**.

**Section A – Equality, Diversity, and Inclusion Requirements**

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| --- | --- | --- |
| 1. Do you have written policies in place to ensure that you as an employer and as a service provider comply with your statutory obligations under the equality legislation, which applies to Great Britain, or equivalent legislation in the countries in which you employ staff? | **YES** | **NO** |
| 2. Does your equal opportunities policy cover:a) racial discriminationb) gender (sex) discriminationc) disability discrimination d) age discrimination e) discrimination based on sexual orientation f) discrimination based on religious belief | **YES****YES****YES****YES****YES****YES** | **NO****NO****NO****NO****NO****NO** |
| 3. Does your written equality policy cover (if so, please provide) a) Recruitment, selection, training, promotion, discipline, and dismissal? b) Victimisation, discrimination, and harassment making it clear that these are disciplinary offences. c) The identity of a senior person with responsibility for the policy and its effective implementation? | **YES****YES****YES** | **NO****NO****NO** |
| 4. Is your policy on EDI set out:a) In documents available and communicated to employees, managers, recognised trade unions or other representative groups? b) In recruitment advertisements or other literature? c) In materials promoting your services? | **YES****YES****YES** | **NO****NO****NO** |
| If you answered NO to any part of questions 3 and 4, please provide evidence to show how you promote equality in employment and service delivery.  |
| 4. In the last three years, has any contract with you or your employer been terminated on the grounds of your failure to comply with: Legislation prohibiting discrimination.Contract conditions relating to equality | **YES****YES** | **NO****NO** |
| 5. In the last three years, have you or your employer been the subject of formal investigations by the Equality and Human Rights Commission, (or its predecessors the Commission for Racial Equality, the Disability Rights Commission, the Equal Opportunities Commission) or a comparable body, on grounds of alleged unlawful discrimination? | **YES** | **NO** |
| 6. If the above formal investigation was proven, what steps did you take in consequence of that finding?   |

**Section B – Equality, Diversity, and Inclusion Monitoring Questions**

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| --- | --- | --- |
| Is your business at least 51% owned, controlled, and actively managed by any of the following, please check:Ethnically Diverse LGBTQ+WomenPeople with a disabilityOther (please define) | **YES****YES****YES****YES****YES****YES** | **NO****NO****NO****NO****NO****NO** |
| 8. Are members of your staff with managerial responsibilities required to receive equality training? | **YES** | **NO** |
| If you have answered YES to question 8, please provide a list of such training (continue on an additional sheet if required) |
| 9. Do you have procedures in place to protect members of staff from unlawful discrimination by other members of staff or by members of the public? | **YES** | **NO** |
| If you have answered YES, please list the procedures below (continue on an additional sheet if required) |
| **For organisations who sub-contract** | **YES** | **NO** |
| 10. Do you require sub-contractors to demonstrate evidence of their equality policies and practices? | **YES** | **NO** |
| If you have answered YES, please provide details of what kind of evidence sub-contractors are required to submit (continue on an additional sheet if required).  |
| 11. If you have any other information regarding your policies on equality and practices that you wish to be considered, including information on the work you have completed in previous or existing contracts, and references, which covers equality please detail below (continue on an additional sheet if required) |

**Section C – Environmental Sustainability Questions**

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| --- | --- | --- |
| 12. Does your organisation have a public sustainability policy and/or strategy?  | **YES** | **NO** |
| If you have answered YES to question 12, If so, please provide details, including organisational scope (i.e., the extent they would apply to goods and services supplied).  |
| 13. Has your organisation undertaken a review of its environmental and social issues and impacts and set appropriate performance objectives and targets? | **YES** | **NO** |
| If you have answered YES to question 13, please provide details of key objectives and targets in this area and related achievements. |
| 14. Does your organisation report on Scope 1,2,3 emissions? A) What methodology do you use to calculate your carbon emissions and is this data verified by a third party?B) Do you have emissions reduction targets? (please provide details e.g., are they Science Based)C) Do you have any product/service specific carbon quantifications?  | **YES** | **NO** |
| If you have answered YES to any elements of question 14, please provide details.  |
| 15. Does your organisation have formal certified systems in place to manage environmental and social issues e.g. ISO 14001: Environmental Management; ISO 20121: Sustainable Events, or does it have business specific or informal systems in place? | **YES** | **NO** |
| If you have answered YES to question 15, please provide details. |
| 16. Does your organisation formally report externally on progress towards meeting your sustainability objectives and targets? | **YES** | **NO** |
| If you have answered YES to question 16, please indicate how and to whom, and provide examples (e.g., your latest Sustainability Report). |
| 17. Is training provided to employees in relation to sustainability? | **YES** | **NO** |
| If you have answered YES to question 17, please provide details of the training.  |
| 18. Has your organisation been prosecuted for infringement of environmental or social legislation and/or received adverse media or stakeholder notoriety in the past five years? | **YES** | **NO** |
| If you have answered YES to question 18, please outline the measures your company took to rectify the situation and measures taken to minimise the chances of reoccurrence. |
| 19. Has your organisation been successfully prosecuted for infringement of environmental or social legislation and/or received adverse media or stakeholder notoriety in the past five years? | **YES** | **NO** |
| If you have answered YES to question 19, please outline the measures your company took to rectify the situation and measures taken to minimise the chances of reoccurrence. |
| 20. Does your organisation have an Ethical Sourcing Policy or Supplier Code of Conduct? | **YES** | **NO** |
| If you have answered YES to question 20, please state what it covers – e.g., human rights, labour standards, environmental management, animal welfare etc, and how do you assess effectiveness? |
| **Declaration** I certify that the information submitted within this statement is correct. I understand that the information will be used to assess my organisation's suitability to become a prospective supplier to UK Sport and that information will be held in accordance with the Data Protection Act 2018.**Name:** **Position:** |