



HM Government

Big Local Jarrow

Invitation to tender for

Youth service Jarrow



Issue Date 9th February 2024
Closing date for submissions 29-02-23

Big Local Jarrow CIC Company number 13382341



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The Big Local Jarrow CIC invites services with knowledge and experience of working in Jarrow and the South Tyneside area to apply for this contract.

Governance change for Big Local Jarrow CIC

Big Local Jarrow is currently CIC Company number 13382341, we are in the process of changing our governance structure to a CIO.

Big Local Jarrow

Big Local Registered Address: Cambrian Street, Jarrow, NE32 3QN

Phone: 0191 4814468

Big Local Team

Big Local Hub Manager - Rowena Russell Rowena.Russell@BigLocalJarrow.org.uk

Project Officer- Carly Hall Hub@BigLocalJarrow.org.uk



Time Schedule

Item no.	Item	Date	Notes
1	Date of notice	9-2-24	
2	Late date for Clarification questions	25-2-24	
3	Deadline for submissions	29-2-24	
4	Review discussion and decision date	1-3-24	
5	Notice of award of service	4-2-24	
6	Project roll out dates	April 2024	

Submissions should be made to

Roweena Russell Operations Manager by noon 29th February 20204

Jarrow Hub, Hub@BigLocalJarrow.org.uk CC
to Roweena.Russell@BigLocalJarrow.org.uk

Cambrian Street, Jarrow, NE32 3QN **Phone 0191 4814468**

No late submissions will be accepted

Invitation to Tender Youth Services

Detached Youth Project - General Requirements

Tenders are invited for the supply of Big Local Jarrow Detached Youth Provision April 2024/March 2025. The service requirements are defined in the Service Specification.

Background to the service

Big Local have successfully completed their pilot of Jarrow Youth Service. The pilot was delivered by Auxillia Youth Services CIC. between **April AND December 2023**. Big Local are now in a position to put the youth project out to tender to commission the remainder of the contract. The Big Local team and Board would like to thank Sam Harrison and the team at Auxillia Youth Services CIC. for the excellent service they delivered during the pilot period. The work has enabled the board and operations manager to better understand how to make a great impact in Jarrow.

We are ready to formally award the remainder of the contract through a tender process.

We invite services with local knowledge and insight to support the work of Big Local Jarrow CIC in creating a community which will strengthen the social fabric of Jarrow, foster a sense of pride and belonging, through access to activities that enhance physical, cultural and social ties.

An evaluation of Jarrow Youth Services in year 6 of the project found the following:

The youth services needed to:

Continue to listen to the voice of young people in Jarrow, whether it be through direct street work intervention, drop in sessions or/holiday projects.

- Regular dialogue with local and borough wide agencies.
- Discussion with local businesses and residents.
- Paying attention to other represented groups in South Tyneside i.e. Youth Purchaser, Youth Parliament.
- There is a consistent theme running across all of the areas above. They are:

What we know about the Jarrow area:

1. There is a chronic lack of provision for young people in the area.
2. Mental health and well being are key issues for young people in South Tyneside and within Central Jarrow & high deprivation figures and index of deprivation particularly high in Jarrow. Illustrating that health is a concern in the area and opportunities for employment and progression for large numbers of young people.
3. The issue of smoking/Vaping and alcohol amongst young is an ongoing concern
4. While antisocial behaviour in Central Jarrow has decreased, there is a need to ensure that current provision is not lost.
5. As the welfare reforms continue more and more benefits for young people are likely to be removed and local authority services and provisions are also under threat or have already had their funding cut. This is creating pressure on communities like Central Jarrow and support for young people must be reduced further.
6. More young people are becoming isolated with a sense of hopelessness and vulnerable to involvement in drugs, alcohol and possible child sexual exploitation.

The Young Peoples Project, alongside its partners has a crucial role to play in both tackling some of the issues highlighted above. The presence of the youth workers in Central Jarrow provides a key focus for young people as well as helping to reassure local residents that something is being done in the area.

Service Specification

We invite services with an insight to, and understanding of these issue to submit a tender to deliver the following service specification:

1. Youth Service Provision

The service provider under the procured contract shall provide:

Service Specification

Jarrow is in a unique position to address the many issues affecting young people and their families today: The engagement legacy of Big Local Jarrow means that we have information dating back a decade and excellent community insight. The emerging partnerships in Jarrow and the wider South Tyneside will benefit the work of the youth service and will invite participation and engagement from the team and young people themselves.

The partnerships are working to:

- Address the causes and impact of poverty in South Tyneside
- Identify and map gaps in basic skills and education services for care leavers
- Working group for system change - intergenerational engagement for change

The detached youth project pilot has had an opportunity to engage with young people, understand what the barriers to access are and address local challenges by co-design and collaboration. We now better understand how social and economic dynamics are changing families and how they function, or don't.

The total value of the one year contract is £45,000.

The reduction in available social welfare, youth specific services and limited resources in schools and social care means that more young people are forced to live in sometimes unhealthy and unsafe family environments, often against their will and only because of their financial constraints and limited support network.

What we understand is, the evaluation in year 6 [DATE] identified issues that are even more entrenched today. There are fewer resources to manage, coupled with the negative impact of the pandemic on school attendance and access to regular support. The youth services

are more vital than ever in Jarrow.

This will leave young people at increased risk of:

1. In family abuse, physical and sexual
2. Reduction in quality of life due to limited positive social interactions
3. Educational restrictions, the family prevents the young person from going to school or engaging in school work
4. Out of family abuse, physical and sexual
5. Exploitation and abuse with long-term legal consequences

The detached Jarrow youth service will need to engage with children and young people that have fallen through the gaps. We invite applicants to describe their methods and costs to deliver this service specification:

Provide at least 2 detached young peoples' workers to work across the Jarrow area and deliver issue based work at the Jarrow hub and in satellite community spaces.

Address Issues of:

- Low education & training engagement
- Loneliness
- On or off line bullying or exploitation

We would like the service to provide **age appropriate, evidence based** programmes to address:

- Sexual health
- Sex based violence
- Gender -
- Age- and intergenerational activities
- Disabilities and overcoming barriers
- Drug and alcohol misuse harm reduction

We can not over state the importance of the programme being **age appropriate, evidence based**. Big Local will request quarterly reporting and evaluation of the youth programme to ensure we are adding value, capacity through partnership work where possible and to ensure that young people in Jarrow are receiving information that is both relevant and supported by other robust evidence bases.

This work should reflect the guidance/rules as set out in the Equality Act 2010. Providers are instructed to pay attention to the protection of single sex spaces, age appropriate engagement and adherence to safeguarding rules.

<https://www.gov.uk/guidance/equality-act-2010-guidance>

Co-design: All youth provision should be designed and developed with young people. We invite the youth service to work closely with the:

- The Big Local Board
- Recruitment for projects
- The commissioning process
- The partnership meetings and planning sessions
- The Drop-in services - times adjusted for facilitate young people

Jarrow based youth hub - we would expect the youth services to deliver services across Jarrow. The Big Local hub will be made available to the service whenever possible. The service is invited to deliver after hours options for young people from the hub.

Use a range of techniques and trusted evidence based methods to work with young people to develop their social and technical skills. Offer a positive learning and growing environment, one of respect that identifies the existing social inequalities and barriers.

It is vital that this service recognise, respond to and address issues of sex based bullying in settings for young people. The presence of and almost blanket use of porn in schools and on social media is having a long term impact on girls and young women. Young people are finding themselves in a situation where they may be unknowingly breaking the law. This behaviour may have a lifeline impact on the girls who are exposed to sexualised bullying and violence on and off line. There will be a potential legal impact for the boys sharing images or perpetrating violence against girls. We would ask that all services address in detail how these issues will be addressed. Big Local Jarrow will make time to work with service providers to manage these issues.

Design or co-opt accredited programmes that enable young people to achieve a pathway to further skills development and education. We would expect the provider to work closely with the South Tyneside Purchaser skills programmes and the emerging partnership to ensure that the youth services are linked into the skills and education pathways. We would also ask the youth service lead to attend partnership meetings and invite young people to attend to ensure that young people and their families are not falling through the net.

Signposts to Information, Advice and Guidance through partnership working. We would invite the youth service to engage with the following partnerships:

1. The Really Useful Wednesday Drop-in
2. Skills and education partnership
3. The South Tyneside Poverty Prevention Pilot
4. The South Tyneside Poverty Prevention Partnership

Information sharing: We would ask the provider to provide data on a monthly basis and engage in the quarterly review and reporting process.

Quarterly reports and in person meetings are requested by delivered to the Partnership. Engagement with the existing Big Local Activities, including the Community Action Groups and partnering with the Really Helpful Wednesday Drop-in.

Data recording - we would request that the provider use the Plinth CRM -Big Local Jarrow will provide any training and support needed to use this platform.

Total value of Contract March 2024- March 2025 £45,000

Background

The Tender must be received in line with the relevant instructions no later than the time and date shown.

Tender submission requirements

1. Tenders must be written in the English language.
2. The Form of Tender must be duly completed and submitted with the Pricing Schedule, Supporting Information, (if required) and annexes duly completed.
3. Only one Tender is allowed from each Tenderer. If a Tenderer submits more than one Tender; Big Local will evaluate the one with the latest time of submission and disregard the other(s).
4. The Tender (including price) should remain valid for a minimum period of 90 days.
5. The Tender must not be qualified in any way.
6. Any signatures must be made by a person who is authorised to commit the Tenderer to the Contract.
7. Your full registered business name and main office address must be given on all documents

Award criteria and Information needed

As part of the tender submission we are seeking written submissions on how the individual elements of this tender contract will be delivered and as well as a pricing submission. The overall tender will be evaluated against the written response (quality) based on experience, and general approach as well as the tender sum (price).

We intend scoring each submission on a 60/40 basis with 60% of the available scores being awarded for the quality answers and 40% awarded for price PRICE The 40% for price will be allocated on the basis of 40 points going to the lowest tender price with each other tender receiving a reduction in the 40 points in relation to how close their tender was (a tender 10 % higher will receive 10% or 4 points less – so 36 points not 40 points)

QUALITY The quality elements will be scored by a panel and will receive a maximum of 60 marks, it may be possible that all responses are judged equal and receive the same score therefore leaving price as the deciding factor, however it may be that the lowest tender is not the chosen tender if the quality questions are judged to be variable in answers. The 60 marks for Quality will be allocated on the basis of 60 points going to the highest scoring tender with each other tender receiving a reduction in the 60 points in relation to how close their tender was (a tender with a quality score of 10% lower will receive 10% or 6 points less – so 54 not 60.) The following quality questions will form part of your tender submission and count for a total of 60 quality marks available. The table below provides a summary of how marks are broken down across these areas.

0-3 Completely unsatisfactory response – limited or no relevant information. Respondents would have serious difficulty delivering the required standard.

4 Fair response – Respondent would only meet some of the requirements of the contract some of the time.

5-6 Acceptable response – Respondent would be likely to meet basic contract standards, but further work required to ensure standards are met consistently.

7-8 Good response – clearly indicating the Respondent has fully understood and can apply and deliver all the required contract standards.

9-10 Excellent response - clearly indicating Respondent has fully understood and can apply and deliver all the required contract standards and includes robust and deliverable proposals to provide additional benefit to Big Local and the Jarrow community.

If a score of 3 or less is given for any method statement the bid will be deemed to be non-compliant, will fail the tendering evaluation and will not be considered further. For any tenders so excluded, that tenderer's price shall be excluded from the 'price' evaluation.

Pricing

All prices shall be stated in pounds sterling and include VAT. Tenderers must also show all other costs that will be associated with the Contract for example rates or expenses. The Big Local Jarrow will not consider claims for extra payment for items that have not been specified.

Equality and diversity

The Big Local Jarrow is committed to: Providing its services in a way that promotes equality of opportunity at every possibility. The Big Local Jarrow expects the successful Tenderer to be equally committed to equality and diversity in its employment practices and service provision. We also expect that they will keep to all anti discrimination legislation.

Expectation of the Tenderer Tenderers should note that The Big Local Jarrow will ask the successful Tenderer to contract with us to make sure that they keep to these obligations. We will monitor the performance obligations throughout the Contract Period.

I submit this Tender for Big Local Jarrow youth services

[Supply of The Big Local Jarrow Youth Services 2024-2025 (the 'Contract')] Form of Tender]

To: Roweena Russell Big Local Jarrow

Date:

Dear Sir or Madam Tender for the Contract

I/We, the undersigned, tender and offer to provide the Contract as listed below, which is more particularly referred to in the Invitation to Tender supplied to me/us for the purpose of tendering for the provision of the Contract and upon the terms of the Contract.

Attached to this Form of Tender are the following:

2. My/our response to the issues raised in The service specification.
3. The completed Pricing Schedule.
4. A signed Declaration
5. A signed Certificate of Non-Collusion and Non Canvassing.
6. The Terms and Conditions [I/We confirm that I/we can supply the Contract as specified in the Invitation to Tender at a total cost of [insert figure net of VAT].

I/We confirm that we accept the Contract as issued with the Invitation to Tender

I/We agree in the event of acceptance of our Tender to execute the Contract within 15 business days of acceptance (or otherwise as agreed with The Big Local Jarrow), and in the interim, provide the Contract in accordance with the Contract if necessary.

I/We understand that The Big Local Jarrow reserves the right to accept or refuse this Tender whether it is lower, the same, or higher than any other Tender.

I/We confirm that:

- the information supplied to you and forming part of this Tender; and 12 Form of Tender ITT for Services – The Big Local Jarrow Youth Services 2024 - 2025 71
- (to avoid doubt) any information that I/we supplied to you as part of my/our initial expression of interest in tendering, was true when made and remains true and accurate in all respects.

I/We confirm that this Tender will remain valid for 90 days from the date of this Form of Tender.

I/We confirm and undertake that if any of such information becomes untrue or misleading that I/we shall notify you immediately and update such information as needed.

I/We confirm that the I/we are authorised to commit the Tenderer to the contractual obligations contained in the Invitation to Tender and the Contract.

Signed by Name(s) Position For and on behalf of [Insert the name of your company here]

Contract for Provision of [Supply of Big Local Jarrow Youth Service – Interim Arrangements 2024-2025].

To Big Local Jarrow we the undersigned DO HEREBY UNDERTAKE to provide the Service upon and subject to the terms and conditions set out in such Conditions of Contract, Specification, and the pricing and rates contained in the pricing schedule and other documents as are contained or incorporated herein.

Signature

Duly authorised agent of the Supplier (Electronic/typed signatures are acceptable)

Position held

Name and Address of Supplier

.....

.....

Dated

It must be clearly shown whether the Supplier is a Limited Company, Corporation, Partnership, or Single Individual, trading in his own or another name, and also if the person signing is not the actual tenderer, the capacity in which She/ he signs or is employed.

**Big Local Jarrow CIC
Big Local Base
Jarrow Focus
Jarrow
NE32 3QN**

Please email application to Hub@BigLocalJarrow.org.uk