



Innovate
UK

Business
Connect

Business and Stakeholder Survey

Invitation to Tender

Date issued: 13th January 2025

Closing date for submissions: 12th February 2025

About Innovate UK Business Connect

Innovate UK Business Connect is a programme that aims to support businesses in accessing innovation opportunities, networks and funding, and to foster collaboration and knowledge exchange among different sectors and regions.

The world we live in faces ever-changing societal, environmental and economic challenges, which are felt regionally, nationally and globally. At Innovate UK Business Connect our mission is to connect ideas, people and communities to respond to these challenges and drive positive change through innovation. Our diverse connections span business, government, funders, research and the third sector.

Deep Expertise

We have wide ranging expertise and convene the expertise of others. Through our network of experts, we ensure ideas are shared across diverse sectors and communities, so that opportunities are identified for innovation.

Powerful Connections

We create powerful connections, with business at the heart of everything we do. We source and create powerful connections with potential partners, ensuring that the benefits of your new ideas are felt locally as well as nationally and globally.

Future Shaping

We shape the innovation communities of the future. We actively build communities around emerging innovations and sectors to prepare markets for the global opportunities and challenges ahead.

Our People

We have expertise across a whole range of skill sets and disciplines. Our people are experienced collaborators who are set up to understand your innovation project and connect you to our network of business, academics, funders and opportunities.

Evidence of Positive Change

One of the ways in which Innovate UK Business Connect will demonstrate its impact is to provide evidence that UK businesses will be investing more on innovation, leading to positive economic, societal and environmental change.

We therefore need to understand to what extent businesses that work with Innovate UK Business Connect report an increase in investment and value created due to engagement with us. By understanding what value we create, we can plan our future shaping activities more effectively.

Description of Work

This tender seeks proposals by which the successful supplier will co-design, undertake and provide analysis of a business-facing survey that captures evidence of impact related to Innovate UK Business Connect's key performance metrics.

The business survey will capture data on the following: business characteristics; innovation behaviours; benefits of engagement with Innovate UK Business Connect; perspectives on additionality and contribution associated with Innovate UK Business Connect; other factors that may have led to the observed outcomes; and overall perspectives on the value of the Innovate UK Business Connect to the business.

Much of this work builds on a previous evaluation of Innovate UK Business Connect, undertaken in 2018 and again in 2022. For consistency, we wish to retain many of the original survey questions. However, we hope to work with the successful supplier to identify new evidence metrics which specifically highlight the impact on positive change.

Deliverables

The successful partner will;

- Co-design the format of the survey with Innovate UK Business Connect to align with agreed evidence metrics
- Identify the scope and nature of survey recipients, such that the survey size is robust and statistically credible.
- Work with Innovate UK Business Connect employees to send out the survey to the appropriate organisations
- Collate and analyse feedback from respondents – providing objective insights and recommendations for future Innovate UK Business Connect activities to enhance our impact.
- Provide a written report to Innovate UK Business Connect executive team in a format that can also be shared with our clients and more publicly with stakeholders.
- Provide a verbal presentation on findings to Innovate UK Business Connect executive team and the Board, with recommendations.

Duration

Innovate UK Business Connect anticipates work commencing 24th February 2025
All work is to be completed by 2nd May 2025.

Contract and Expiry Date

The work must commence on 24th February 2025 with the work agreed to be completed by 2nd May 2025.

The Contract will be awarded in accordance with a pricing proposal for the successful service provider. Payment will be dependent upon the successful delivery and approval by the Innovate UK Business Connect as below:

- 20% on signature of the contract
- 30% upon approval of the first iteration of the full report
- 50% upon approval of the publication version of the report

Submission

In response to this invitation to tender please provide the following information on which you will be assessed:

1. Technical capability, including:
 - a. A brief description of how you would meet the deliverables
 - b. Evidence of past relevant work, including references
 - c. Competency, qualifications and accreditation certification
2. Staff resources:
 - a. CVS of the people who will undertake the work
 - b. company organisational chart
3. Legal details:
 - a. Litigation claims and other disputes in progress.
 - b. Ownership of any relevant intellectual property; patents; and licenses required to carry out the work.
 - c. Insurances in place
 - d. Any potential conflicts of interest and how these might be successfully
4. Schedule of rates:
 - a. Cost breakdown for the deliverables, above.
5. Additional information:
 - a. Any additional services you could provide that would enhance the deliverables

Price

The successful proposal will not exceed £60,000 excluding VAT.



Tender Evaluation

Three assessors will be appointed from within Innovate UK Business Connect to assess the response to this ITT.

Please make sure you structure your response to provide evidence for each aspect of the project.

Key Milestones

The response to the ITT should be emailed to spo@iukbc.org.uk *before noon* on the **12th February 2025**.

You will receive confirmation from Innovate UK Business Connect by the **20th February 2025**.

Decisions will be made on the written documents submitted; no presentations are required.

Appendix 1 – Evaluation structure

Proposals will be evaluated and score using the following weighting:

Evaluation criteria: Price – 40%, Quality – 60%

Evaluation Criteria Quality:

Part 1: Mandatory requirements – PASS/FAIL

- Satisfactory Health & Safety
 - CyberSecurity Plus accreditation
- If score is FAIL, do not continue evaluation

Part 2: Evaluation Criteria

	% Weighting (quality)
Previous relevant experience	25
Relevant skills of team	15
Project team structure	10
Understanding of proposed requirements	20
Methodology proposed	10
Legal aspects	10
Additional services	10
Total	100