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**INVITATION TO TENDER**

**Application for the Your Way 11+ App Contract**

\*Please note the young people involved in our projects will be scoring elements of your application – these sections have been highlighted

1. **Applicant Details**

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| --- | --- |
| **Organisation:** |  |
| **Contact Name:** |  |
| **Email:** |  |
| **Contact Number:** |  |
| **Please provide full details of your organisation.** *Please include the main aim of the business and how long it has been established, the qualifications and experience of the person/people who will work on this.*\*This section will be scored by Young People *(Scores 5)* |
| **Please provide full details of your staff experience, capacity and anticipated delivery timeline** *(Scores 20)*1. **Please detail your programming experience and experience of delivering apps**
2. **Provide details of current/previous similar work, including 2 references or live links.**
3. **Outline the anticipated project schedule, staff roles, proposed delivery date and contingency planning.**
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| **Please confirm that you have the following policies in place:** (essential – applicants without these policies will not be considered)* **Safeguarding**
* **Anti – fraud**
* **Sustainability**
* **Equality and diversity**
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1. **Delivery of objectives**

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| **Describe how you propose to carry out the app development and how it will meet the criteria and aims of the tender** *(Scores 45)**Please consider content updates, and the generation of analytic reports.*1. **Detail the core functionality required for the app and administrative back end.**
2. **Detail the tools to be used to build the app.**
3. **Detail your approach to developing the app and administrative back end and anticipated timeline.**
4. **Detail the security features that would be included.**
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1. **Opportunities for young people to be involved**

**Please note that we will support and facilitate plans for working with young people, ensuring appropriate safeguarding at all times. We are also able to provide any young people you may wish to use for different consultations etc…**

**Detail how you intend to work with the competition winner** *(Scores 5)*

*\*This section will be scored by Young People*

**Detail your any other ways you intend to involve young people throughout development** *(Scores 10)*

*\*This section will be scored by Young People*

1. **Commercial Viability**

**Detail your pricing structure and envisaged on going costs** *(Scores 15).*

1. **Detail your pricing structure and envisaged payment schedule.**
2. **Detail envisaged ongoing costs i.e. monthly subscriptions for external services**
3. **Further Information** (Non scoring section)

P *Please provide any other relevant information you think would be useful.*

Please return this Application document to**rebecca.tracz@lpcornwall.org**to be received by **12:00 pm on Monday 29th January 2021.** There will be no exceptions to this deadline.

Application appraisal

* The applications will be scored and then appraised by a partner formed working group.
* Partner agencies will host consultations for feedback with young people.
* The results will be reviewed and confirmed by a senior member of staff, who has not been involved in the appraisal, who will act as moderator.
* Results of the appraisal process will be notified to applicants within 10 working days.

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| 0 - 5 Scoring system |   |   |
| 5 | Excellent | The response meets the requirement in all material respects and is extremely likely to deliver the required output/outcome |
| 4 | Good | The response meets the requirement in most material respects, but is lacking or inconsistent in some minor respects |
| 3 | Acceptable | The response meets the requirement in certain material respects and provides certain information which is relevant, but which is lacking or inconsistent in material respects |
| 2 | Minor Reservations | The response falls short of achieving the expected standards in a number of identifiable respects |
| 1 | Serious Reservations | The response significantly fails to meet the standards required, contains significant shortcomings and / or is inconsistent with other proposals. |
| 0 | Unacceptable | No response is provided, or the response is not relevant to the question |

1. **Scoring system**