



Innovate
UK



KTN
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Sustainable Innovation Fund Investment Program

Invitation to Tender and Statement of Works

Prepared By:

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Open

We value diversity of opinions, ideas, skills and perspectives.

Creative

We embrace ideas with curious minds and use our insight to uncover opportunity.

Collaborative

We are one team, working together across sectors, people and geographies to drive positive change.

Determined

We are determined to meet challenges with solutions and enable innovators to think and act beyond expectations.

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1. Background

Innovate UK KTN exists to connect innovators with new partners and new opportunities beyond their existing thinking – accelerating ambitious ideas into real-world solutions. Innovate UK KTN has a network of over 46,000 unique organisations and 234,000 innovators.

Innovate UK's Sustainable Innovation Fund and Covid-19 Continuity Grant competitions funded over 1800 projects to facilitate sustainable economic recovery from Covid-19.

The Sustainable Innovation Fund included three rounds of funding and a specific competition focused on Small Business Research. Businesses working on innovative projects across a variety of technologies, markets, and regions accessed the funding. The portfolio focuses on companies tackling Covid-19 recovery, Equality, Diversity, and Inclusion and Net Zero.

Innovate UK has funded projects working across sectors to help change the world. Innovate UK KTN is now helping these projects think beyond the funding to maximise the impact of their innovation this includes looking to further scale their business through raising equity finance.

Innovate UK KTN are seeking to run an investment program from May 2022 to support companies awarded Sustainable Innovation Fund grants with preparing and accessing early-stage investment for their business.

2. Program aims

The aim of the program is to provide an opportunity for companies funded by the Sustainable Innovation Fund to raise equity finance from business angels and venture capital investors. We envisage this program supporting a cohort of up to 20 companies. Companies will be selected through a competitive process co-designed with the selected supplier. We expect to work with companies raising between £500,000 - £5,000,000.

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The program will provide training and support to companies over a series of workshops. The support should help teams prepare, navigate, and execute on their fundraising campaign. A showcase or series of showcase events will provide a platform to allow the cohort to pitch towards the investment community.

The program has quantitative KPIs focusing on the number of connections between the cohort and selected investors and the value of investment raised. We will also conduct a monitoring and evaluation process following the program including net promoter score. Our qualitative KPIs focus on improving individual companies' "readiness" relating to raising risk capital.

3. Scope of proposals and deliverables required

Proposals should focus on developing and leading an end-to-end investment readiness program to support a maximum of 20 SMEs from the Sustainable Innovation Fund.

We envisage proposals to address the following but not limited to:

- Program design and structure
- Support with the application and company selection phase
- Workshops and training preparation for the selected cohort
- In-person investor showcase
- Marketing and investment community outreach

We actively seek creative proposals addressing the mentioned areas above and encourage potential suppliers to think uniquely how they can deliver an industry leading program.

Proposals should outline how they will address each area outlined above and are welcome to design a curriculum to support. We welcome workshops and sessions to be designed creatively and collaboratively across the ecosystem to provide the right tailored support.

Innovate UK KTN will support with the communications towards the Sustainable Innovation Fund applicants in collaboration with the selected supplier.

Proposals should include all costs relating to the program from preparation, program design, marketing and venue and catering costs.

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We anticipate receiving single company proposals; however, we envisage that collaborative approaches between 2 organisations may also enable a strong balance to deliver on the topic and are open to this. Proposals should be submitted as one if partnering and outline each other's elements to the proposal.

TECHNICAL CONSIDERATIONS

KTN requires its suppliers to meet industry recognised security practices and as such it is expected that they hold Cyber Essentials Plus certification or higher (ISO 27001).

4. Quote for Service – Fees

KTN requires quotes for the above services, to include time, travel and expenses relating to an initial online pitch meeting and follow up design and progress meetings in Edinburgh and/or London.

Budget: up to £83,300 + VAT

5. Term & Expiry Date

The program should be ready to begin on the 1st May 2022. The latest the program can finish is 30th September 2022. Program length should be included in the proposals. It is not mandatory that the program must finish at the latest date.

6. Submission

In response to this Statement of Works, please provide the information listed below. Shortlisted suppliers will be invited to pitch to Innovate UK KTN before a final decision is made. These pitches are expected to take place **w/c 18th April 2022**. The pitches will take place in London at Innovate UK KTNs offices.

- 6.1. Short narrative describing how you would approach the project i.e., your design approach, suppliers you may have to collaborate with to deliver etc.
- 6.2. One or more examples of a programs you have previously taken from concept through to roll out. If you do not have an example of this work, please select a

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suitable alternative piece of work, and associated narrative. We welcome the inclusion of impact metrics to highlight the success of your previous programs.

- 6.3. Initial schedule of costs and a breakdown of the program
- 6.4. A completed copy of the Pre-Qualification Questionnaire.
- 6.5. Additional Information. KTN invite suppliers to provide any additional information in the form of video content, imagery, or links, which provide supporting evidence that suppliers recognise and work in accordance with KTN values as an organisation. Suppliers might include evidence of environmental management practices, environmental or social aims and social responsibility, diversity and inclusion policy and practices.
- 6.6. Legal information i.e. Your standard T&Cs.

Please provide the information requested above to by **17:00, 15th April 2022** at the latest. Submissions will be assessed on an ongoing basis until this date.

7. Principal Contact for the Invitation to Quote

Please direct any questions or communications on this Invitation to Quote to:

sustainableinnovationfund@ktn-uk.org
Jordan.fletcher@ktn-uk.org

8. Selection process

Proposals will be selected following review of a written proposal. Innovate UK KTN may request a presentation or discussion around the proposed approach if required.

We will use the following to score proposals:

- Proposed methodology
- Experience of the delivery team and organisations
- Uniqueness and structure of the program
- Previous experience and case studies in delivering similar initiatives
- Value for money

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9. Terms & Conditions

Any contract offered will be subject to “KTN’s Terms and Conditions of Contractor Engagement – Company Edition”, which can be made available on request.

Please note that KTN reserves the right to not select any supplier if we feel none meet our requirements and budget.

FURTHER REFERENCES

KTN Strategy Video: <https://www.youtube.com/watch?v=0QrwwtTV4Hk>

UKRI / Innovate UK Branding Guidelines:

<https://ukri.frontify.com/d/zgfuBB2r7aAg/brand-basics#/brand-guidelines/full-brand-guidelines>

Competition Details:

- The Sustainable Innovation Fund: round 1 - <https://apply-for-innovation-funding.service.gov.uk/competition/651/overview>
- The Sustainable Innovation Fund: round 2 - <https://apply-for-innovation-funding.service.gov.uk/competition/678/overview>
- The Sustainable Innovation Fund: round 3 - <https://apply-for-innovation-funding.service.gov.uk/competition/709/overview>
- The Sustainable Innovation Fund: SBRI phase 1/2 - <https://apply-for-innovation-funding.service.gov.uk/competition/654/overview>
- COVID-19: Continuity grants - <https://apply-for-innovation-funding.service.gov.uk/competition/596/overview>

Sample Projects:

- <https://gtr.ukri.org/projects?ref=84433>
- <https://gtr.ukri.org/projects?ref=82801>
- <https://gtr.ukri.org/projects?ref=78614>

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