

# New Anglia Business Data Platform Specification

## Introduction

This invitation sets out the requirement for the delivery of the data platform service to be part of the New Anglia Business Growth Programme, which includes the New Anglia Growth Hub, part-funded by the European Regional Development Fund and Department for Business, Energy & Industrial Strategy, covering a period of up to three years (potentially starting on 1<sup>st</sup> of May 2020).

## Background

The New Anglia Growth Hub (Growth Hub) is part of the Business Growth Programme (Programme) delivered by New Anglia LEP (the LEP) in partnership with Menta, Nwes, Suffolk Chamber of Commerce and Suffolk County Council. The Growth Hub is operated by Suffolk Chamber of Commerce on behalf of the LEP and is one of the first Growth Hubs in England.

The Growth Hub is a central point for businesses and individuals across Norfolk and Suffolk and provides a simple and easy route to business support. Businesses planning to grow and individuals wishing to establish a new business can access help and advice via the telephone, online, and through a team of professional Business Growth Advisers. Business Growth Advisers have access to hundreds of business services, including grants, resource efficiency, mentoring and coaching, finance, and tax advice.

The purpose of this opportunity is the procurement and implementation of an integrated digital platform to sit at the heart of the Growth Hub. We want to achieve a complete view of the two counties from multiple data sources and to increase efficiency with system integration providing automatic update of data across multiple streams.

We wish to expand the way in which Business Growth Advisers and partners interact with business data and intelligence across both counties to effectively deliver support to local businesses. The data platform will be the location for the storage and dissemination of a wide range of business data to facilitate focused targeting for support and enable the New Anglia Client Relationship Management (CRM) system to interrogate data to identify multiple types of opportunities within the local economy.

The data platform(s) may be procured as a single entity or multiple entities with the following **functions**:

- 1) Supplying comprehensive business data that would support the function of Business Growth Advisers, at minimum, providing detailed records on Norfolk and Suffolk businesses to enable the Advisers to carry out financial due diligence on businesses.
- 2) Wider economic data to provide a location- and sector-based overview which will

inform sector-based strategies and growth plans.

- 3) Historic data to provide growth intelligence that also records business deaths, failures and administration details.
- 4) Data imputation for incomplete records.
- 5) APIs and functionality for a linked CRM system which will provide analysis functionality
  - a. Allowing for adding entries, fields and modifying data
  - b. Providing single record retrieval and batch requests
- 6) Allowing for on average 375 individual business searches per week and 20 batch searches by individual users who can use the platform at the same time.
- 7) Identifying high growth innovative companies with real time data, including financial and investment.

## Price

The price for the platform(s) is **up to £50,000 (incl. VAT) per year covering up to a 3-year period** of the service commencing potentially on 1<sup>st</sup> May 2020.

This price includes all design and build costs, all data costs and ongoing maintenance, training and instruction. We would also expect the contractor to liaise effectively and professionally with the LEP and the Growth Hub before the platform(s) goes live.

Please see the annual periods breakdown below:

- 1<sup>st</sup> year covers the period 1<sup>st</sup> May 2020 – 30<sup>th</sup> April 2021
- 2<sup>nd</sup> year covers the period 1<sup>st</sup> April 2021 – 30<sup>th</sup> April 2022
- 3<sup>rd</sup> year covers the period 1<sup>st</sup> April 2022 – 30<sup>th</sup> April 2023

Please note, the 2<sup>nd</sup> and 3<sup>rd</sup> year contracts will be offered only in result of the satisfactory delivery of the 1<sup>st</sup> year contract (subject to secured contract funding).

This will be a fixed price contract(s). Any additional charges/cost variances will not be accepted unless signed off, in writing, by the LEP prior to spend.

## Potential Extension of the Contract(s)

The LEP is working on the Programme extension beyond April 2023. If the LEP secures additional funding for the Programme, including the data platform service, the budget will be reviewed, and the contract may be extended (subject to mutual agreement).

## How to Apply

Please send the following information (no more than 30 pages in total) electronically to Nataliya Klymko **by 8 am on 27<sup>th</sup> April 2020** via email: [nataliya.klymko@newanglia.co.uk](mailto:nataliya.klymko@newanglia.co.uk)

- Details of how you will deliver the contract within the specification, cost and timelines outlined in this brief.
- Examples of similar recent work undertaken.
- References.
- Details of risks associated with the delivery of the contract.

Short-listed companies will be invited by email to present their proposals to a Panel as an arrange online meeting on **w/c 27<sup>th</sup> April 2020**. If you are awarded the contract(s), you will be notified by **the end of April 2020**.

## Tender process

Applicants will be shortlisted based on their tender submissions which will be assessed on the following basis: -

Criteria	Weighting
Capability	15%
Value for money	20%
The offer/content of the data platform	50%
Resources for support/training	15%
<b>Total</b>	<b>100%</b>

## Timescales and Milestones

- Proposals submitted - **by 8am Monday 27<sup>th</sup> April 2020**
- Shortlisting and invitation to present proposals – **27<sup>th</sup> / 28<sup>th</sup> April 2020**
- Presentation by shortlisted applicants – **29<sup>th</sup> / 30<sup>th</sup> April 2020**
- Awarding a contract – **by the end of April 2020**
- Start of the contract delivery – **Friday 1<sup>st</sup> May 2020 / Monday 4<sup>th</sup> May 2020**

## Main Contact

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