

**Procurement**

**Clarification Questions**

**Peer Brokerage**

**Invitation to Tender for: Peer Brokerage**

**Tender Deadline: noon 31st October 2018**

**Questions & Clarifications**

This document provides further information for bidders interested in the Invitation to Tender for the Peer Brokerage and does not replace any of the information provided in the original Invitation to tender document.

This document will be updated when new information is available and uploaded to the Power to Change website. It is the bidder’s responsibility to check as required up until close of business on 24th October after which we will not be making any further updates. The deadline for submitting questions and sharing your information for consortia bids is noon on 24th October.

Document last updated: 17th October 2018

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| **Question** | **Response** | **Officer** | **Date Publicised** |
| Our organisation already offers a consultancy service in partnership with three external associate consultants. Can they be included as partners to our bid, or shown as delivery consultants, or other? | These should be classed as sub-contractors who may deliver on the contract.  I would, therefore, expect them to be included in detail on the second evaluation criteria. | S McCall | 16.10.18 |
| Are you looking for bidders who’ve got core expertise (and PI insurance) in giving business advice? | We are looking for experienced leaders of Community Businesses, to help peers to identify areas of the business to strengthen (using a specific diagnostic tool) and then to utilise networks and experience to help arrange, agree and realise a Business development support plan. The evaluation criteria at 4.4 of the ITT sets out that you must be able to evidence your organisation’s track record of delivering services to other community businesses.  It does not specify that it has to be part of your core business or paid for work.  Clause 12 of our standard contract terms and conditions request that all providers have PI insurance. | S McCall | 19.10.18 |
| What volume of work are you anticipating to come through this framework (how much for an ‘average’ supplier)? | We have requested that bidders commit to undertake a minimum of 3 brokerage interventions each year.  Section 3.2 of the ITT sets out anticipated requirements for brokerage interventions. We do not guarantee any volume of work. | S McCall | 19.10.18 |
| What capacity (number of staff involved, range of skill sets, geographic coverage) would we need to be a credible bidder? | The number of staff and the geographic coverage a bidder wishes to commit to is at their discretion, although overall we require the whole framework to provide cover across England. One person would suffice, if they have sufficient capacity, but anyone nominated needs to have the skills and competencies set out at section 4.2 of the ITT. | S McCall | 19.10.18 |