**Social Value UK**

**IN STRICT COMMERCIAL CONFIDENCE**

**Invitation to Tender for**

**Sharing Good Practice**

**Peer to Peer Member Support Sessions on**

**Social Value Methods and Writing Social Value Reports**

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# Invitation to Tender

This call out is for members that are Accredited Practitioners Level 1 and above.

The [**PQQ**](https://form.jotform.com/240943366682363) and tender submission should be completed together.

**Background**

Social Value UK's unique selling proposition (USP) lies in its diverse membership base, encompassing organisations of varying sizes, sectors, and levels of expertise. This diversity positions us to collaboratively build capacity, enhance skills, and expand knowledge in social value and impact management theory and practice, both within our network and beyond. Our goal is to grow our membership while inspiring and motivating current and prospective members to engage with our quality assurance services.

In addition to providing high-quality training in social value and impact management, we want to foster more formalised peer-to-peer support among our membership. By doing so, we will enable our more advanced members and leaders to showcase their work and assist others on their social value journey.

Frequently, we receive requests for training or support in social value methods and tools. While we do not endorse any specific tool, we offer an overview of various market offerings to help individuals and organisations choose the most suitable tool or method based on their budget and specific needs.

Our training needs analysis also revealed that members are particularly interested in learning how to write social impact reports, which are essential for annual reporting to Companies House and/or the Charity Commission.

Therefore, we are seeking to commission members to collaborate with us in co-designing and co-delivering peer-to-peer learning sessions on the topics of "Tools and Methods" and "Writing Social Impact Reports."

## Requirements

* Level 1 Accredited Practitioner and above
* Evidence of implementing good impact management practice using a particular tool or method and/or
* Evidence of Writing Social Impact Reports to a high standard

## Application process

* Complete the application template attached to this document.

**Application evaluation criteria**

|  |  |  |
| --- | --- | --- |
|  | **Criteria** | **Score (max)** |
| 1 | Evidence of good impact management practice and report writing | 5 |
| 4 | Price | 5 |
|  | Total score (max) | 10 |

# Timetable

The indicative timetable for this tender process is set out below. This is intended as a guide, and whilst Member Services does not intend to depart from the timetable, it reserves the right to do so at any time.

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| **Stage 1 – Open to all UK Members that want to deliver future services** | |
| Period PQQ available | 03/04/24 to 28/06/2024 |
| Last date for PQQ clarifications | 14/06/2024 |
| PQQ submission deadline | 28/06/2024 |
| Completion of PQQ evaluation | 05/07/2024 |
| Inform successful and unsuccessful PQQ responders of the outcome of the PQQ exercise | 10/07/2024 |
| **Stage 2 – Open to all UK Members that want to deliver**  **Peer-to-peer support** | |
| Invitation to Tender (ITT) | 31/05/2024 |
| Tender bid submission deadline | 28/06/2024 |
| Completion of ITT evaluation | 05/07/2024 |
| Contract Award Notification | 10/07/2024 |
| Contract Start Date (est.) | 10/07/2024 |

# Instructions for completing the PQQ and Tender Response

All responses must be in English.

Member Services may, at its sole discretion, require clarification of a Bidder's PQQ and/or tender response and will contact Bidders as necessary, for any clarification required.

All members that want to apply to be on the SVUK Framework Agreement are required to complete the PQQ only. Members that want to be on the SVUK Framework Agreement and deliver Peer to Peer Support Sessions should complete both the PQQ and the proposal template attached at Annex 1 and submit both the PQQ and proposal by 28 June 2024.

# Method of submission

Any questions about the PQQ, the training specification and/or the process should be directed to [Clare.Bentley@socialvalueuk.org](mailto:Clare.Bentley@socialvalueuk.org)

Submissions and all supporting documents must be made in electronic format only and sent to [Natasha.Jolob@socialvalueuk.org](mailto:Natasha.Jolob@socialvalueuk.org)

# Technical Specification for the Peer-to-peer Support Sessions

**Background**

We would like to commission our members to work with us to co-design and co-deliver peer to peer learning sessions in the subjects ‘Tools and Methods’ and/or ‘Writing Social Impact Reports’.

**Period of delivery**: One session on each subject to be held between September to December 2024 in the first instance, possibly more depending on feedback and success.

**Timing of sessions:** To be agreed

**Budget:** To be agreed

**Duration:** 0.5 days per session

**Aims and objectives**

The overall aim is to increases skills and knowledge of SVUK members and non-members so that they can implement best practice, perform better and ultimately optimise their social value. This will be achieved by running peer to peer learning sessions where our more advanced members share their best practices with other members and prospective members.

This will result in the following impact:

* Shared learning within the SVUK network
* Helping members to get to what works faster
* The setting of realistic targets
* Quantum leaps in performance

We would like to try new ways of working such as Benchmarking, Action Learning Sets and Facilitated Sessions.

**Benchmarking**

Benchmarking is a formal process that helps with the question, ‘how do we improve’. It can come in many different forms in terms of sectors, scope, focus and tool. We propose to run this activity as a ‘club’, visits or surveys. Benchmarking will help individuals to:

* See how they compare
* Identify where they are strong and where they could do better
* Identify how good it is possible to get
* Learn lessons from high performers
* Learn how to stay at the leading edge

**Action Learning Sets**

Action Learning Sets are a simple and powerful way for individuals to learn from each other. Action learning involves working on real challenges, using the knowledge and skills of a small group pf people combined with skilled questioning to produce fresh ideas and reinterpret concepts.

Action learning sets involve the following steps: Learning, Planning, Action, Reflection. They involve the presentation of a problem, situation or opportunity, and other group members asking questions so that the focus is on learning from experience and putting it into action immediately. This offers the potential for rich, relevant and highly applied learning. Some key features of Action Learning Sets are as follows:

* People challenge and support each other
* A climate of confidentiality and openness is created within the group
* People seek solutions to real work issues and use real experience

**Facilitated Sessions**

Social Value UK facilitated sessions will offer members a space to share expertise and present case studies of best practice. We envisage sessions to include the following agenda items:

* Introduction to SVUK and the learner pathways
* Overview of the principles of social value and why they are important
* Presentations of case studies
* Case study discussion groups – what did you learn from these case studies?
* Workbook Action Planning: Putting it into Practice
* Support available

We have available in-house slide decks and resources on writing social value reports and tools and methods which can/ should be considered and used as part of the learning activities.

**Location:** Online via Zoom

**Delivery methods:** Interactive sessions, case studies, group discussions, action planning, benchmarking

# Annex 1: Proposal Template

**Proposal for delivery of the Peer-to-peer Support Sessions**

1. **General information**

|  |  |  |
| --- | --- | --- |
| * 1. Name of applicant |  | |
| * 1. Contact details | Phone no. |  |
| Email |  |
| * 1. Day rate: |  | |
| **Training delivery experience** | | |
| * 1. Have you delivered any SVI Accredited Practitioner Training? | Yes | No |
| If you responded ‘Yes’, please provide details (dates, audience, format, etc) |  | |
| * 1. Have you delivered SVI Level 1: Social Value Associate Training | Yes | No |
| If you responded ‘Yes’, please provide details (dates, audience, format, etc.) |  | |
| * 1. Have you delivered any other training on Social Value/IMM? | Yes | No |
| If you responded ‘Yes’, please provide details (topics, dates, audience, format, etc.) |  |  |
| **Coaching/mentoring experience** | | |
| * 1. Have you provided coaching or mentoring in Social Value? | Yes | No |
| If you responded ‘Yes’, please provide details (dates, format, sector, topics, objectives, outcomes, etc.) |  | |

1. **Dates and times**

Please indicate here your availability for the delivery of a session indicating preferred dates and times.

**Important! all times should be in UK time zone**

|  |  |
| --- | --- |
| **Months 2024** | **Dates and times** |
| September |  |
| October |  |
| November |  |
| December |  |
| January 25 |  |
| February 25 |  |
| March 25 |  |

1. **What best practice are you proposing to share and why?**

|  |
| --- |
|  |

1. **What delivery method would you prefer to use?**

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| --- |
|  |

1. **What type of materials and resources will you provide?**

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| --- |
|  |

1. **How will you measure success?**

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| --- |
|  |

1. **Can you provide any post-session support or follow up? If yes please describe.**

|  |
| --- |
|  |

1. **How do you ensure the quality of your service?**

|  |
| --- |
|  |

1. **What mechanisms do you use to gather and incorporate feedback from your customers?**

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| --- |
|  |

1. **Describe a challenging issue you have faced as an advanced accredited practitioner in the social value market and how you have addressed/ responded to this challenge**

|  |
| --- |
|  |

1. **How do you explain technical social value concepts to non-technical stakeholders?**

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|  |

1. **How do you see your career developing in the social value sector?**

|  |
| --- |
|  |