**Social Value UK**

**IN STRICT COMMERCIAL CONFIDENCE**

**Invitation to Tender for**

**Quality Assurance Technical Support**

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# Invitation to Tender

This call out is for members that are Level 3 Advanced Practitioners and who are also either an SVI Accredited Trainer or an SVI Assessor (Level 4 Practitioners).

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 and build capacity while inspiring and motivating current and prospective members to engage with our quality assurance services.

We deliver an outstanding Quality Assurance Service that is recognised in the UK and globally for its best practice management systems, methods and protocols. This includes quality assuring SROI (Social Return on Investment) reports, social value reports (i.e. reports which do not follow the SROI methodology), and organisational management systems against the Principles of Social Value and international best practice standards.

We are looking to scale up our Quality Assurance Services and we therefore need to increase our internal capacity. In the short term, we want to commission a Level 3 Advanced Practitioner who is also either an SVI Accredited Trainer or an SVI Assessor (Level 4 Practitioner) to support the delivery of Quality Assurance Services alongside our existing team.

## Requirements

* Current Level 3 Advanced Practitioner and either an SVI Accredited Trainer or an SVI Assessor (Level 4 Practitioner)
* Evidence of implementing good impact management practice and/or supporting others to implement good impact management practice

## Application process

* Complete the application template attached to this document.

**Application evaluation criteria**

|  |  |  |
| --- | --- | --- |
|  | **Criteria** | **Score (max)** |
| 1 | Technical competence in social value  | 5 |
| 2 | Evidence of delivering or supporting good impact management practice  | 5 |
| 3 | Price | 5 |
|  | Total score (max) | 15 |

# 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 SVUK Members that want to deliver services in the future** |
| 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 SVUK and SVI Members that are Level 3 Practitioners and either an SVI Accredited Trainer or an SVI Assessor (Level 4 Practitioners)** |
| 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. Members that want to be on the SVUK Framework Agreement and deliver Quality Assurance Services 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

Submissions and all supporting documents must be made in electronic format only and sent to Natasha.Jolob@socialvalueuk.org

# Technical Specification for Quality Assurance Technical Support

We want to commission one of our members to support our Quality Assurance Services, offering challenge, support and constructive feedback on a regular basis.

**Aims and objectives**

Social Value UK provides a range of assurance and accreditation services, including several on behalf of Social Value International (SVI). Assurance provides confidence in work and the judgements being made. It is also a useful learning tool to improve social value measurement and management systems.

We offer quality assurance services in two main areas:

**Professional Pathway**

This pathway accredits an individual’s skills, knowledge and practice in social value, impact management and the practical application of the SVI framework in social impact assessment and SROI. The SVI Framework is guided first and foremost by the Social Value Principles, supported by guidance and standards. The three-tiered Professional Pathway is designed to ensure that individuals across the SVI network have a good level of technical understanding both theoretically and in practice.

**Social Value Management Certificate**

The Social Value Management Certificate is an organisational accreditation, evidencing commitment to and delivery of principled social value practice. It demonstrates that an organisation is continuously working to improve the amount of social value they create. It goes beyond just reporting, and covers the way in which data is gathered, analysed and acted upon so that better decisions are made to improve the lives of stakeholders.

SVUK is seeking to commission an advanced Accredited Practitioner to support the Member Services Team and our SVUK Quality Assurance Lead, offering support and constructive feedback on applications to the Professional Pathway and/or SVMC. This will involve the following activities:

* Supporting Organisational Members, Practitioners and staff by responding to technical questions
* Delivering assurance support for the Professional Pathway and Social Value Management Certificate
* Providing cover and dealing with matters – including requests from Social Value International members and other teams – and specifically when the Quality Assurance Lead, Craig Foden, is not available

**Period of delivery**: Weekly, initially three months with the possibility of extension

**Timing of sessions:** To be agreed

**Budget:** To be agreed

**Duration:** 1 day per week

**Location:** Online via Zoom

# Annex 1: Proposal Template

**Proposal for delivery of Quality Assurance Technical Support**

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. **Describe your experience with social value quality assurance methodologies**

|  |
| --- |
|  |

1. **What is your understanding of social value quality assurance and its importance in the social value market**

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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?**

|  |
| --- |
|  |

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

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| --- |
|  |