Royal Academy of Engineering

Request for Proposal: Development and delivery of the Engineering Leadership Programme

www.raeng.org.uk

Summary of invitation

The Royal Academy of Engineering (the Academy) is seeking a provider (either an experienced individual or an organisation with a named lead individual) with a strong track record in executive education to lead the creation and delivery of a new leadership programme for engineers to support their progression to senior positions in industry.

The deadline for submissions for this tender is the 7th March 2025

The Engineering Leadership Programme (ELP) will develop the leadership skills of mid-career engineers and create future engineering leaders with a broad understanding of the wider business, finance and policy / regulatory environments that impinge on engineering organisations. The principal audience will be large- and medium-sized engineering companies that identify their need for engineering leadership talent.

The ELP will draw on the unique network of Academy Fellows who are the UK's leading engineers (occupying C-Suite positions across various engineering sectors), other business leaders, entrepreneurs, academic researchers and policymakers to co-deliver masterclasses to small, cross-sectoral cohorts of mid-career engineers to enable peer-learning and professional networking.

The programme will be delivered in-person, one day per month at the Academy's offices, Prince Philip House in Central London over a 9-month period (exact length to be confirmed).

Key outcomes for the participants will include:

• Develop knowledge and skills of engineering leadership in engineering and technology businesses

• Understand the UK engineering landscape, wider business and finance environment, innovation ecosystem, policy and regulatory landscape and other factors that affect engineering decision-making such as AI and data.

• Develop strategic- and systems-thinking skills

• Develop global-responsibility leadership attributes and organisation cultures (ethics, inclusion, sustainability)

• Build senior-level networks across sectors and industries

• Application of learning to current challenges in their business

About our organisation

The Royal Academy of Engineering (Academy) harnesses the power of engineering to build a sustainable society and an inclusive economy that works for everyone.

In collaboration with our Fellows and partners, we're growing talent and developing skills for the future, driving innovation and building global partnerships, and influencing policy and engaging the public.

- As a charity, we deliver public benefit from engineering excellence and technology innovation.
- As a national academy, we provide progressive leadership for engineering and technology, and independent expert advice to government in the UK and beyond.
- As a Fellowship, we bring together an unrivalled community of leading business people, entrepreneurs, innovators and academics from every part of engineering and technology.

In everything we do, we are guided by our five values: progressive leadership, diversity and inclusion, excellence everywhere, collaboration first and creativity and innovation.

The Academy's strategy can be [viewed here](#).

As an Academy we proactively seek to procure services from diverse teams and diverse suppliers. We expect the project to be delivered in line with our values of inclusion and diversity and to the highest ethical standards. Diverse perspectives should be considered in the development of proposals and outputs should be inclusive.

Statement of requirements

The provider will act as the principal facilitator and coordinator of the programme across all the sessions. They will be responsible for curating the content and shaping delivery, and hosting lectures, seminars and fire-side chat with the Academy Fellows. The provider will be supported by a steering group of Academy Fellows and the Academy's Director for Education and Skills.

The provider will be responsible for the following deliverables:

1. Set the overall direction and curation of the programme.

2. Creation of course content (8 to 10 modules, delivered asynchronously each month followed by a day of lectures and masterclasses). While the modules are still yet to be confirmed (and would be discussed with the contract provider and the steering group before being decided), initial thoughts around content include:

    I. Leadership and leading people

    II. Strategy and marketing

    III. Innovation and technology roadmapping

    IV. Complex systems and systems thinking

    V. The impact of AI and digital transformation on organisations

    VI. Global finance and its impact on engineering decision making

VII.   Nurturing progressive cultures in engineering (ethics, sustainability, inclusion)

VIII.   Government, policy, engineering and the regulatory environment

IX.   Skills for 21st Century engineering

3. You will be supported by the Academy's Education and Skills Director and a programme manager who will develop programme materials at your direction.

4. Work with Academy Fellows to co-create lectures, masterclasses and fireside chats/seminars.

5. Be the principal lead-lecturer / facilitator for the overall programme and deliver high-quality content to the satisfaction of participants.

6. Advise on a mentoring / coaching activity for participants (if you consider this to be desirable for the programme).

7. Advise on an alumni programme for participants.

8. Advise and support the marketing and communication of the programme to potential participants.

9. Advise on effective measurement and evaluation methodology to assess the impact of the programme for participants and companies.

10. Report to the Academy Education and Skills Director regularly and report to and engage the programme steering group (of Fellows), advising on content and delivery etc.

Timing:
The successful provider will take the lead on developing the programme from the commencement of the contractual arrangement (see detailed timings below).
The first delivery of the programme is expected in the first quarter of 2026, dependent on the development of materials and a successful marketing and communications campaign leading to sufficient take-up of the programme from prospective participants.

Location:
The provider can choose to work at the Academy offices, Prince Philip House in Central London or remotely. They will be expected to attend meetings both online and in person at Prince Philip House on a regular basis during the development and delivery of the programme.
The programme will be delivered in person at Prince Philip House, one day per month for the duration of the programme.

Milestones (dates to be agreed):
   i.   The creation of high-quality course materials
   ii.   The successful launch of the first programme
   iii.   The successful completion of the first programme
   iv.   Updating course materials as necessary
   v.   The launch of the second programme
   vi.   The successful completion of the second programme

Deadline for proposals: 07.03.2025

Schedule

	Date	Activity
1	23.01.2025	Issue of Invitation to Tender (this document) to potential suppliers
2	05.03.2025	Deadline of RFP clarification questions to the Academy
3	06.03.2025	Deadline for RAE to respond to all clarification questions
4	07.03.2025	Deadline for return of proposals
5	28.03.2025	Target for initial evaluation of RFP and pitches from shortlist
8	31.03.2025	Expected notification of preferred supplier

Please send your clarification questions and submissions to:

Dr Rhys Morgan, Director Education and Skills

rhys.morgan@raeng.org.uk

Your response

Your proposal should be no more than 30 pages maximum.

Please include the following in your proposal:

- **Provider:** Details about yourself (or your organisation) and why you are a good fit for leading the programme including your track record in delivering executive leadership programmes.
- **Content:** Your knowledge and experience relating to the content of the course modules and any innovations or suggestions for novel delivery of the programme.
  In addition, we would like to hear your advise on an effective approach to evaluation of the impact of the programme in the submission.
- **Schedule:** Expected schedule / timings for development of programme design and content and any risks you envisage
- **Cost:** Cost of programme development (year 1) and Cost of programme delivery (year 2+)
- **References:** Any endorsements, citations of references from previous clients

Please do also include any further information that you feel will strengthen your proposal.

Scoring matrix

0	**No Answer/Unacceptable Response**
1	**Very Poor Response**
2	**Poor Response**
3	**Acceptable Response**
4	**Good Response**
5	**Excellent Response**

To score well (i.e. 3 and above) the evaluation panel will look for clear evidence. The scores will be weighted to give an overall score. The tables below indicate the weightings which will be applied to each section. The three highest scoring proposals will be invited to the Academy to present their proposal.

At interview, we will consider all criteria. The scores given before the interview may be amended following new information provided at interview.

Selection criteria

Your response will be evaluated using the following tables:

Section:	Provider			
Description of criteria		Score	Weighting	Max Points
Suitability of the organisation/individual (demonstration of similar provision) and/or experience of the lead facilitator		0–5	5	25
Details of work previously completed for other clients (including endorsements, citations, references)		0–5	3	15
			Total	40

Section:	Content			
Description of criteria		Score	Weighting	Max Points
Knowledge / experience of delivering module subject matter		0-5	4	20
Additional services and technical assistance		0–5	1	5
Novel ideas or approaches proposed for the programme		0-5	3	15
Approach to evaluation of the programme		0-5	2	10
			Total	50

Section:	Schedule			
Description of criteria		Score	Weighting	Max Points
The timescale to successfully deliver is realistic		0-5	1	5
Delivery process is clear and realistic		0-5	1	5
			Total	10

Section:	Cost			
Description of criteria		Score	Weighting	Max Points
Development phase is competitively priced		0-5	4	20
Delivery phase is competitively priced		0-5	4	20
Has accounted for all cost to deliver proposal		0-5	1	5
Expenditure broken down and pricing clear		0-5	1	5
Risk of budget overspend (reverse scored: low risk =5)		0-5	1	5
			Total	55

If you wish to receive any additional or updated information, please ensure that you register interest prior to submitting the proposal. All proposals must remain valid for a period of **90 days** from the date of submission by the vendor. This RFP and the information contained within it are deemed to be confidential information. Proposals must include information about costs and state whether these do or do not include VAT or any other levies. By submission of a proposal, the vendor warrants that the prices in the proposal have been arrived at independently, without consultation or agreement with any other potential vendor.*