



Request for Proposal: Breaking down the barriers to engineering and technician careers for the economically inactive

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Summary of invitation

The Royal Academy of Engineering (the Academy) is exploring the opportunities to re-skill people who are currently economically inactive and support them into engineering careers across regions of the UK.

We are commissioning this research project to analyse the current regional picture of unemployment, mapped against the regional hotspots of engineering sector activity, the latter of which has already been identified by previous Academy research, [Engineering Economy and Place](#).

We would like to understand the make-up (personal characteristics) of economically inactive people in these areas and where possible to understand why they are inactive.

We would like to understand what training opportunities exist locally for the economically inactive and, where there are gaps, what training would be required to get those people into engineering and technician roles.

About our organisation

The Royal Academy of Engineering 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

1. **Summary:** Research into breaking down the barriers to engineering and technician careers for the economically inactive
2. **Timing:** Project to commence on signing of contract in early December. Final report to be delivered to the Academy by 02 June 2025.
3. **Content:** Quantitative/qualitative research to be defined in the supplier's response.
4. **Location:** Areas across the UK as identified within the Engineering, Economy and Place report. It is expected that research would be conducted via the use of datasets, surveys and/or interviews, and no actual travel to these areas will be required.
5. **Delivery:** informal reporting via email/calls as necessary throughout the duration of the research project.
6. **Experience:** it is expected that responding organisations/individuals would have experience in economic analysis/market research.

Deadline for proposals: 20 November 2024

Schedule

Date	Activity Number	Activity
30 October	1	Issue of Request for Proposals (RFP) (this document) to potential suppliers
07 November	2	Deadline for submission of RFP clarification questions to the Academy
08 November	3	Deadline for the Academy to respond to all clarification questions
20 November	4	Deadline for the Academy to receive RFP submissions
28 November	5	Deadline for initial evaluation of RFP
03 December	6	Pitches
06 December	7	Notification of preferred supplier
w/c 9 December	8	Meet with successful bidder (if required)

Please send your clarification questions and submissions to:

Dr Rhys Morgan, Director of Education and Skills

rhys.morgan@raeng.org.uk

Your response

Please include the following in your proposal:

- **Content:** set out how you will approach the research and what methodologies, quantitative and qualitative, will be adopted to ensure that the approach taken

will deliver the answers to the brief, as set out in the summary of invitation above.

- **Schedule:** set out the schedule for the period December to June. What work will be carried out in this period and when? What steps will be taken to ensure delivery of the final report, as required, in early June 2025.
- **Track record:** demonstrate successful delivery of similar pieces of work, including any links to published reports.
- **Cost:** please provide a clear breakdown of the budget that accounts for all costs that will be incurred.
- **Organisation/Individual:** please provide a biography that sets out the qualifications and experience of those involved in the research, as well as outlining any commitment to diversity and inclusion within the organisation (if applicable).
- **References:** please provide the details of any referees and/or links to testimonials and/or links to previous work.

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 two 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:

Section: <i>Programme Content</i>		Score	Weighting	Max Points
Description of criteria				
Proposal is of good quality and appropriate		0-5	4	20

Proposal sets out a clear methodology to ensure that all relevant information/data is captured to answer the key research questions.	0-5	3	15
	Total		35

Section:	<i>Schedule</i>		
Description of criteria	Score	Weighting	Max Points
The timescale to successfully deliver is realistic	0-5	2	10
Delivery process is clear and realistic	0-5	2	10
	Total		20

Section:	<i>Track Record</i>		
Description of criteria	Score	Weighting	Max Points
Expertise of the researchers	0-5	2	10
Experience of successful delivery of similar programmes	0-5	2	10
	Total		20

Section:	<i>Cost</i>		
Description of criteria	Score	Weighting	Max Points
Is competitively priced	Yes / No	Pass / Fail	
Has accounted for all costs to deliver proposal	0-5	1	5
Expenditure broken down and pricing clear	0-5	1	5
Risk of budget overspend	0-5	1	5
	Total		15

Section:	<i>Organisation/Individual</i>		
Description of criteria	Score	Weighting	Max Points
Suitability of the organisation/individual	0-5	2	10
Is a diverse supplier	Yes / No	Pass / Fail	
Collects recruitment and staff D&I data, if applicable	Yes / No	Pass / Fail	
Reasonable Adjustment Policies / Inclusive Outputs	Yes / No	Pass / Fail	
Client References - suitability of nominated references	Yes / No	Pass / Fail	
Client References - quality of reference received back	Yes / No	Pass / Fail	
	Total		10

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.