

## **Birmingham Community Action Network**

### **Invitation to Tender**

#### **1. Introduction**

Birmingham Community Action Network (B:CAN) is a new collaboration of c20 trusted community anchor organisations from across Birmingham, with hundreds of years of collective history and experience. We not only understand our communities, we are of our communities.

We remain focussed on local neighbourhoods and communities, and through B:CAN extend our reach and coverage across the city, sharing information, resources and expertise to affect change in our communities and neighbourhoods.

Bound by common values and a spirit of generosity, we strive to create and retain wealth within our communities, build local capacity, provide much needed services and develop the next generation of leaders. By focusing on grassroots initiatives and collaborative efforts, we aim to transform neighbourhoods, tackle deep-seated inequalities, and enhance quality of life to secure a better future for the generations to come.

We provide agencies with an avenue and opportunity to directly engage in community life to inform, shape and coproduce services. We will drive our city forward, harnessing and showcasing the talents of all our citizens.

#### **2. Scope of Work**

B:CAN partners are seeking a suitable qualified individual/company to develop a prospectus covering the following areas:

- **Community Reach and Impact:** Quantifying numbers of residents reached, engaged and supported including demographic profile; Impacts made.
- **Collective strength:** Showcasing our collective financial strength, staffing, volunteers, services, networks
- **Capital assets:** Owned, leased, or managed by B:CAN members & coverage across the city - to support our dialogue with BCC re potential Community Asset Transfer of public buildings /land.
- **Central services:** Explore potential opportunities for joint procurement and/or developing shared services/back office to help reduce costs and enhance effectiveness and efficiencies - Auditors, IT, Finance, HR, Recruitment, PR etc
- **Learning, training, and development:** Legal and compliance (First Aid, H&S, Equalities, Fire Marshall etc) as well as professional development - leadership training, coaching etc
- **Opportunities for partnership/ consortium bids based on our priority themes**

#### **3. Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

**Experience and Expertise:** Relevant knowledge of the sector, coupled with experience and a successful track record of undertaking similar assignments. Knowledge of public bodies, such as Birmingham City Council and West Midlands Combined Authority

**Methodology:** Clear approach and methodology including use of appropriate tools and techniques.

**Team Composition:** Relevant experience and qualifications of team members.

**Cost:** Competitive pricing.

#### 4. Output

The primary output is a Prospectus as described in the 'Scope of Work' section. The Prospectus should be of high quality and well set out, which can be used in discussions with public agencies and potential funders.

#### 5. Submission Requirements

Interested firms should submit the following:

- A detailed proposal outlining the approach.
- CVs of key team members.
- References from previous clients.
- Cost breakdown.

#### 6. Timeline

- Proposal Submission Deadline: 11<sup>th</sup> October 2024
- Assessment & Interviews: W/C 21<sup>st</sup> October 2024
- Contract Award: W/C 28<sup>th</sup> October 2024
- Assignment completed: 31<sup>st</sup> January 2025

#### 7. Additional and Information

- B:CAN Principles Paper
- Online Information session: 5pm, 8<sup>th</sup> October 2024 ([https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_N2E1ZDQzMWQzMmRiMy00MjcyLWJiYWVtZDg2ZjIxOWI4Zjgw%40thredad.v2/0?context=%7b%22id%22%3a%22bdb25746-d8bf-42c9-adaa-062109e38e96%22%2c%22oid%22%3a%2278aab897-b048-472e-b197-4fe41b9e6077%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2E1ZDQzMWQzMmRiMy00MjcyLWJiYWVtZDg2ZjIxOWI4Zjgw%40thredad.v2/0?context=%7b%22id%22%3a%22bdb25746-d8bf-42c9-adaa-062109e38e96%22%2c%22oid%22%3a%2278aab897-b048-472e-b197-4fe41b9e6077%22%7d) )

#### 8. Submission Details

Please submit your proposal to [Kay.Blundell@wittonlodge.org.uk](mailto:Kay.Blundell@wittonlodge.org.uk)

For enquiries, please contact: Afzal Hussain 0121 382 1930