

Apprenticeships for 19-24 year olds who are Not in Education, Employment or Training (NEET)

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Introduction

- 1 This briefing paper outlines a summary description, process and timetable for the upcoming **Apprenticeships for 19-24 year olds who are Not in Education, Employment or Training (NEET)** tendering exercise.
- 2 Feedback from some parts of the sector about the previous use of ACTOR has indicated that there was some uncertainty about how ACTOR based procurements work. Therefore, in an effort to improve understanding, the Skills Funding Agency has developed this briefing paper relating to the above tendering exercise.
- 3 The tendering exercise will be run using the published ACTOR mini competition process. This process was described in the [ACTOR Briefing Note](#) published on 22 February. The Agency first signalled its intention to use the mini competition process for this tendering exercise in the [ACTOR Update](#) published on 28 June.
- 4 The 28 June update referred to the inclusion of Age Related Grants within this tendering exercise. However, it has been subsequently decided that Age Related Grants will be subject to a separate future tendering exercise.
- 5 In line with standard practice for tendering exercises using the mini competition process, a service specification will be published at the launch of the process. This will enable organisations to make a more informed choice as to whether or not to respond to the Agency's invitation to participate in the mini competition. Publishing the specification will also enable the Agency to more fully articulate what we are seeking to procure.
- 6 Organisations are asked to ensure that their Bravo registrations are up to date. It is the responsibility of registering organisations to ensure their details are current and appropriate to the requirements of their organisation.

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Description

- 7 The tendering exercise will procure the delivery of an additional 40,000 Apprenticeships at Intermediate and Advanced Level to unemployed adults aged 19-24 who are defined as not in education, employment or training (NEET).
- 8 Additional mainstream Skills Funding Agency funding is being made available for this purpose.

Mini competition process

- 9 The mini competition process will be used for this tendering exercise as the information contained in the ACTOR Single Adult Skills Budget ITT may not be sufficient to determine which organisations should be made a contract award offer for delivery of the required additional Apprenticeships.
- 10 Therefore, the Agency will issue a shorter, bespoke ITT, known as a 'mini competition'.
- 11 The mini competition will operate using a mix of closed questions and submission of evidence to corroborate answers to the closed questions.

Invitation to Participate

- 12 Organisations fulfilling both of the following criteria will be invited to participate in the mini competition:
 - a Organisations which are registered on ACTOR following evaluation and moderation and which have submitted an ACTOR Single Adult Skills Budget ITT, by the 15 July data freeze.
 - b Organisations which have answered "Apprenticeships" and/or "Programmes for the Unemployed" in response to the ACTOR Single Adult Skills Budget ITT question - *ACT-COMBI-IOT-01 Please select, from the list provided, all of those programmes covered by this tender.*
- 13 Please note that analysis of organisations registered on ACTOR as at the May freeze date has indicated that in excess of 1,500 organisations are likely to fulfil the criteria above and therefore be invited to participate in the mini competition. Therefore, organisations **must not** infer that being invited to participate in the mini competition will result in a contract award offer.

Timetable

- 14 The process flowchart attached at Appendix A illustrates the timetable for the tendering exercise alongside the associated activities to be undertaken.

APPENDIX A

