**Enterprise**

**Cheshire +**

**Warrington**

**INVITATION TO TENDER FOR THE PROVISION OF SUPPORT TO DEVELOP THE NEXT PHASE OF DATA AND LABOUR MARKET INTELLIGENCE IN CHESHIRE AND WARRINGTON**

**September 2025**

1. **Purpose of Commission**

Enterprise Cheshire and Warrington (ECW) is seeking to secure consultancy support to work with ECW, our local authorities and other key partners including members of the Data and Labour Market Steering Group to develop further the data and labour market information that has been completed over recent years and has enabled ECW and our partners to adopt a data driven approach to our work including our investments in skills bootcamps.

All the data and labour market reports are listed in Annex A and posted on the ECW website - <https://cheshireandwarrington.com/what-we-do/skills-and-education/data-and-labour-market-information/>

1. **Background and Context**

ECW in collaboration with our three local authorities and key partners including the Data and Labour Market Steering Group have been working over the last ten years to develop data and labour market intelligence that can inform the development of local strategies, delivery plans, targeting of investments (including most recently, the skills bootcamp programme) and the development of the curriculum offers across Cheshire and Warrington.

Key recent strategies and delivery programmes include the Sustainable Inclusive Economic Strategy, the local Get Britain Working Plan, the Merseyside and Cheshire Integrated Care Board Health and Work Plan, the Local Skills and Improvement Plan, the Careers Hub delivery plan, investments in skills bootcamps and the work of our local jobcentres.

The labour market intelligence is also used to inform the work of the Workforce and Economic Recovery Group and the Into Work Board and to support the Jobs Portal ([Cheshire & Warrington Opportunities (candwopportunities.co.uk)](https://www.candwopportunities.co.uk/) which in turn is providing real-time labour market intelligence that complements historical job vacancy data (currently from Lightcast) and the DWP Stat Xplore data about recipients of Universal Credit.

The Data and Labour Market Intelligence Group has a wide membership including representatives of all the local authorities, the further education colleges, DWP, the University of Chester and other training and education providers, the local deliverers of the National Career Service and a number of local Housing Associations.

The Skills Bootcamp Steering Group uses data and labour market intelligence as part of their assessment of proposed investments in skills bootcamps and the Workforce and Economic Recovery Group and the Into Work Board regularly review the key messages emerging from the data and labour market intelligence and identify issues that need further investigation. Issues include new and emerging job opportunities and associated skills requirements, the impact of new technologies, the nature of worklessness and economic inactivity and the risks associated with people dropping out of employment, education and training.

**3. Scope of Services**

We are keen to understand historical trends and real time data as well as triangulating the data with intelligence from local employers and local residents.

We want to establish a flexible and evolving work programme where we commission specific pieces of analysis and reports as issues arise. We will specify short and longer pieces of analysis and reports in response to requests and feedback from local partners as well as emerging evidence from investment programmes including the skills bootcamp programme. Key areas for further investigation include a deeper understanding of t**he changing nature of the labour market, the associated opportunities and challenges and the scope for better targeting of investments to maximise impact and outcomes. Key areas of current interest** include:

* Employer and wider economic demands – the changing nature of new jobs and vacancies, replacement demand, skills shortages and gaps, hard to fill vacancies and the level of ‘churn’ in key areas of the economy
* A better understanding of the key drivers of employer investment in employment and skills and the extent to which employers are adjusting their recruitment practices in the light of the changing labour market and the nature of their hard to fill vacancies – this work can include drawing on our experience to date of employer engagement in skills bootcamps.
* The characteristics of specific cohorts of people who are unemployed, economically inactive and at risk of dropping out and the people who are already employed but may need to reskill and upskill as a result of the introduction of new technologies and new business processes e.g. artificial intelligence.
* The implications of the devolution of employment and skills functions (including skills bootcamps) from central government to Cheshire and Warrington
* Identification of existing good practice where interventions and investments have achieved real and significant impact and measurable outcomes for individuals, local employers and the wider economy.

The work will need to draw on various data sources including the data and labour market analysis produced by Department for Education and Department of Work and Pensions and Skills England.

**4. Indicative Budget**

The indicative budget for this work is up to a maximum of £60,000.

**5. Timescales**

The following are the key milestones:

* Issue brief for procurement by ***Friday 12 September 2025***
* Deadline for submissions (3 weeks after brief is issued) – ***Friday 3 October 2025***
* Appointment of consultant (1 week after submissions received) – **Friday** **10 Octob*er 2025***
* Inception meeting week commencing where scope of initial piece of work will be set out ***Monday 13 October 2025***
* Monthly reviews to be undertaken to assess progress to date and agree timetable for further reports

The contract is expected to run over a twelve-month period to enable regular review and feedback from key partners including the Data and Labour Market Steering Group to help shape the work programme and final reports.

The following are key meetings to be attended during the period of the contract where the consultant will present emerging findings and associated key issues requiring further investigation:

* Regular review meetings with ECW
* Regular meetings with the Workforce and Economic Recovery Group and the Data and Labour Market Steering Group
* Meetings as required with key partners to be agreed with ECW

**6. Submission requirements**

Bidders are required to submit tenders in an electronic format (i.e. MS Word/PDF) setting out the following:

* Approach and methodology to the commission
* Track record of undertaking similar commissions
* The proposed consultancy team, their qualifications, expertise and relevant experience
* A breakdown of costs by task and team member and disbursements. Submissions should be sent via email to: tenders@cheshireandwarrington.com.

The deadline for submissions is ***Friday 3 October 2025.***

**7. Evaluation of tenders**

Each proposal will be scored against the following evaluation questions, weighted as follows:

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| --- | --- |
| **Evaluation question** | **Score** |
| Proposed approach to the assignment | 20 |
| Experience of delivering similar assignments | 30 |
| Knowledge and expertise of staff | 30 |
| Price | 20 |
| **Total** | **100** |

Each evaluation question will be scored using the following scoring criteria:

|  |  |
| --- | --- |
| **Scoring criteria** | **Score** |
| Failure to respond or irrelevant information which fails to meet the requirement | 0 |
| Response is unsatisfactory partially meets the requirement | 2 |
| Response is acceptable and meets the minimum requirement | 3 |
| Response is good - better than merely acceptable | 4 |
| Response is excellent, exceeds the requirement and gives added value | 5 |

**8. Pricing**

All prices must be fixed and firm, quoted in pounds sterling and exclusive of VAT. Tenders should detail any ancillary costs and expenses included in the price.

**9. Financial arrangements**

Payments for services covered by this invitation to tender will be on submission of appropriate invoices, subject to ECW standard payment terms. Invoicing arrangements will be agreed with the successful provider following the award of the contract

**10. Contract**

A contract will be awarded to the tenderer whose proposal is deemed to be the most economically advantageous subject to agreement on conditions of that contract. Please note that ECW reserves the right to cancel the tender process at any time prior to a contract being entered into. ECW is not bound to accept the lowest price or any tender submitted.

11. **Further information and queries**

If you require any clarifications relating to the information contained within this invitation to tender please contact Pat Jackson (contact details below) before **12:00 noon on Monday 29 September 2025**. Responses to requests for clarification may not materially change any of the elements of the tenders submitted. Any additional information provided by the ECW as a result of requests for clarification will be made available to all potential bidders via the ECW website – [Enterprise Cheshire and Warrington - Cheshire and Warrington](https://cheshireandwarrington.com/)

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