



# Invitation to Tender – Make a Change

## January 2021

**Project:** Make a Change

**Issue Date:** 19<sup>th</sup> January 2021

**Closing date for applications:** 16<sup>th</sup> February 2021 at 9am

## Background and overview of Make a Change:

Make a Change has been developed by [Respect](#), in partnership with [Women's Aid Federation of England](#) (WAFE), to deliver an early response to perpetrators of domestic abuse. Inspired by the Women's Aid [Change That Lasts](#) approach, and delivered by locally based organisations, we aim to create opportunities for change for those who use abusive behaviours in their intimate relationships.

Those who work with us are encouraged to Make a Change for:

- Their community
- Their organisation
- Themselves

Make a Change recognises both the complexity of domestic abuse perpetration. We understand the importance of working with the cause of the problem to build lasting change for families and communities. We take a two-stage approach to delivery by raising awareness of the issue and then breaking down the barriers that communities, professionals and those who use abuse face in seeking and accessing support. The needs and safety of survivors are at the heart of our intervention.

The innovative Make a Change model has been developed through consultation with those currently enrolled on behavioural change programmes; it is grounded in an established evidence base for safe and effective work with perpetrators and associated support services for survivors. Our service covers three main strands:

- **Community Engagement (including Friends and Family)**  
We engage with and support communities, including the friends and family of those who are perpetrating domestic abuse. This strand – which is continuing to be developed – is delivered via targeted campaigns and face-to-face support, and is designed to address the safety and support needs of those close to people who are using abusive behaviour in their relationships.
- **Workforce Development**  
We provide training, guidance and ongoing support to professionals, as well as to agencies who are not specialist domestic abuse services. We enhance professional practice and improve agency processes, to help them identify and respond safely and effectively to people who use abusive behaviours in their relationships.
- **Expert Support**  
We offer a 26-week group-work programme for people who want to change their abusive behaviour and learn respectful partnering and parenting techniques. Our programme has been developed in line with the [Respect accreditation standard](#), and is delivered alongside an integrated – and in our view integral – support service for the partners and ex-partners of those who

attend. Its innovative, multi-phased structure has been designed to promote engagement and remove many of the traditional barriers to accessing treatment.

Respect and Women's Aid Federation England have secured funding for the roll out of Make a Change into three new areas and sustain the work in Lincolnshire. We are thrilled that the National Lottery Community Foundation has partnered with us and our delivery areas to support the roll out of our model.

All work is delivered by locally based organisations; Respect and Women's Aid England work in partnership to develop interventions, support implementation, capture learning and impact and facilitate the dissemination of best practice.

We have already set up our work in Lincolnshire and Sunderland are now in a position to procure partner organisations to work with us in Trafford.

### **Procurement related to Make a Change:**

This Invitation to Tender ("ITT") and the supporting documentation are designed to ensure that all organisations submitting tenders are given equal and fair consideration. It is therefore important that you provide us with all the requested information in the format and order specified. If you have any queries about what information is required to tender, or have any difficulty in providing this information, please contact [bridget.symonds@respect.uk.net](mailto:bridget.symonds@respect.uk.net)

Please read these instructions carefully before completing your tender. Failing to meet the requirements for completing and submitting your tender may result in it being rejected. Tenderers should therefore acquaint themselves fully with the extent and nature of the Services and the contractual obligations they will undertake under the Contract Documents.

This ITT sets out the Make a Change requirements, which should be taken into account in your tender response.

Tenderers should notify the Make a Change Partnership promptly of any perceived ambiguity, inconsistency or omission in this ITT, the Contract Documents or any supporting documentation, including any supplementary information issued to them during the procurement process. The closing date for questions in relation to this tender is **9am on 25<sup>th</sup> January**. In order to give tenderers time to take any required amendments into account in preparing their tenders, the Make a Change Partnership may, at its absolute discretion, extend the tender submission deadline. Any extension granted under will apply to all tenderers. All enquiries should be sent to [bridget.symonds@respect.uk.net](mailto:bridget.symonds@respect.uk.net)

Copyright for this ITT and any documentation issued with it belongs to the Respect and Women's Aid England.

See the Services Specification in Appendix 2 for more details on the expectations for service delivery.

## Make a Change Principles

Make a Change is a community-based, early response to working with those who perpetrate domestic abuse, which keeps the safety of survivors and children at the heart of the work. It draws on best practice and develops responses to ensure the delivery of a holistic service that provides help where needed and maximises the safety of those we engage with.

Make a Change takes a gendered and intersectional approach. We understand that women and children are disproportionately affected by domestic abuse and that domestic abuse can happen to everyone. We design services that meet the needs of those experiencing abuse.

We are committed to doing no harm. We are working to develop responses and support communities to take safe action to tackle a problem that exists across all communities.

We will break through existing barriers that prevent survivors from getting the help they need, when they need it. This includes changing the social attitudes that exist around domestic abuse, the barriers professionals may pose and the disconnect between agencies.

We are providing a needs-led, survivor-focussed intervention that encourages perpetrators to take responsibility for their actions and that provides opportunities for change.

## Budgets

Budgets are outlined in the Service Specification against each lot.

## Confidentiality

The contents of this ITT are being made available to tenderers by Respect and Women's Aid England on condition that:

- Tenderers shall at all times treat the contents of the ITT and any related documents (together called the 'Information') as confidential, save in so far as they are already in the public domain;
- Tenderers shall not disclose, copy, reproduce, distribute or pass any of the Information to any other person at any time or allow any of these things to happen;

- Tenderers shall not use any of the Information for any purpose other than for the purposes of submitting (or deciding whether to submit) a Tender Response; and
- Tenderers shall not undertake any publicity activity within any section of the media in relation to the ITT or any of the [Goods and/or Services and/or Works] to be procured in relation this ITT.

Tenderers may disclose, distribute or pass any of the Information to the tenderer’s advisers, sub-contractors or to another person provided that:

- this is done for the sole purpose of enabling a tender Response to be submitted and the person receiving the Information undertakes in writing to keep the Information confidential on the same terms as if that person were the tenderer; or
- the tenderer obtains the prior written consent of the Make a Change Partnership in relation to such disclosure, distribution or passing of Information; or
- the disclosure is made for the sole purpose of obtaining legal advice from external lawyers in relation to the procurement or to any Contract arising from it; or
- the tenderer is legally required to make such a disclosure.

The Make a Change Partnership may disclose detailed information relating to Tender Responses to its officers, employees, agents or advisers [and to any relevant Other Contracting Body] and may make any of the Contract documents available for private inspection by its officers, employees, agents or advisers. The CTL Partnership also reserves the right to disseminate information that is materially relevant to the procurement to all tenderers, even if the information has only been requested by one tenderer, subject to the duty to protect each tenderer's commercial confidentiality in relation to its tender response.

The Grant will include provisions dealing with confidentiality and data protection on the terms set out in Appendix 4 (Information Sharing Agreement).

### Scoring and Weighting:

The process will be as follows:

- Scoring will be marked 1-5 as per the table below
- Scores will be moderated to ensure consistency
- The contract award will then be offered to the bidder who has achieved the highest score for each Lot

Scoring is as follows:

Score	Evaluation	Description
-------	------------	-------------

0	Poor	No response to question, or response provides no evidence which demonstrates requirements can be met
1	Weak	Response provides insufficient evidence, or poor evidence, that requirements can be met
2	Satisfactory	Response provides sufficient evidence to demonstrate minimum required standards can be met in most areas, but some aspects are poor or weakly evidenced
3	Good	Response is comprehensive and provides strong evidence that requirements can be met in all areas
4	Very good	Response is comprehensive and provides strong evidence that requirements can be met or exceeded in all areas
5	Excellent	Response is comprehensive and provides strong evidence that requirements can be exceeded in most or all areas

### Related documents:

Appendix 1 – Definition of Domestic Violence and Abuse

Appendix 2 – Service Specification

Appendix 3 – Draft Service Level Agreement

Appendix 4 – Draft Information Sharing Agreement

Appendix 5 – Example reporting template

Appendix 6 – Tender Response Form