



Request for Proposal (RFP)

procurement@saferlondon.org.uk

Charity Number: 1109444

10 March 2025

Request for Proposal: A Critical Friend focussed on Equity, Diversity and Inclusion

Safer London, alongside our Alliance partners, are seeking a provider to act as a Critical Friend to offer an independent, expert voice to challenge, support, and guide our work around Equity, Diversity and Inclusion (EDI) with a focus on ensuring our policies, practices, and culture, authentically reflect our commitment to embedding and practicing EDI.

About Safer London

Young Londoners are full of ambition and aspiration. We want to ensure that continues into their adult lives and that they can thrive without the challenges of exploitation and violence.

This is not yet the reality for enough young Londoners. Many are facing challenges from multiple avenues; be it personal experience, or simply in the places where they live, learn, and have fun.

We believe that all young Londoners can have a positive and productive future. Whatever their history, when a child or young person comes to Safer London, they are just that – a child or a young person. We work alongside them to help unlock their potential, so they can move forward positively.

We put young Londoners at the centre of their support. Our focus is on them and their needs. By building strong, trusting relationships we gain an insight into their world, begin to understand what they need and together find the best ways to keep them safe. We work not only with them and their families, but also their peer networks and directly within the community and the places where they live and spend their time.

We're committed to learning, innovating, and delivering high quality, evidence-based support. With a footprint in every borough in London, we build trusting, professional partnerships with statutory, charitable and community partners to embed our approaches and work towards achieving our Vision.

The Alliance Partners

Children and Young People's Violence & Exploitation Support Service is a pan-London service commissioned by the Mayor's Office for Policing and Crime (MOPAC). The Alliance is made up of the following organisations:

Anna Freud is a mental health charity that has been supporting children and young people for over 70 years. The charity listens to and learns from their diverse voices and integrates this with learnings from science and practice to develop and deliver mental health care. As part of the Alliance Anna Freud provides the foundations of key practice principles and ways of working including AMBIT, data-driven practice, as well as youth participation.

New Horizon Youth Centre supports 16–24-year-olds who are homeless or unsafe in London through support to find safe accommodation; access education, training, and employment

(ETE); improve their emotional and physical health; and to get the help they deserve through advocacy. They will bring their expert knowledge and experience around housing and youth homelessness, with dedicated caseworkers for housing advice and resettlement.

Safer London delivers pan-London services with a proven single-front-door pathway, supporting young Londoners, their families, peers, and communities affected by violence and exploitation. They have a team of caseworkers who will work alongside young Londoners and their families, providing intensive one to one support that is person centred and trauma informed. This includes girls and young women workers and family workers. Safer London's Front Door referral and screening team will oversee all referrals into the service.

St Giles' Trust helps people held back by poverty, exploitation, addiction, mental health problems, caught up in crime or a combination of these and other issues. They have a team of caseworkers, including dedicated outreach caseworkers who have experience of 'County Lines rescues', alongside a team of specialists focusing on Education, Training, and Employment.

The Mayor's Office for Police and Crime is funding this service over three years (2024/5-2026/7) as part of the mayor's wider commitment to reduce and prevent violence and exploitation and protect children and young people from being exploited or harmed as part of the Police and Crime Plan 2022-25.

Context

Safer London is an organisation which supports young Londoners, families and communities impacted by exploitation and violence. Equity, Diversity and Inclusion (EDI) is integral to our work, particularly in relation to how we engage with young Londoners, families, communities, partners and key stakeholders. EDI is a fundamental principle of good safeguarding practice, and we are committed to challenging ourselves to ensure we are consistently applying an EDI lens across all of our work.

In April 2024, Safer London, St Giles Trust, New Horizon Youth Centre and Anna Freud were confirmed as the successful new pan-London Alliance of organisations to deliver the new Children and Young People's Violence & Exploitation Support Service, commissioned by the Mayor's Office for Policing and Crime (MOPAC).

Recognising that young Londoners affected by violence and exploitation have complex lives and often present with multiple needs, this new service aims to provide a holistic and comprehensive package of support. The Alliance's unifying vision is a future where all young Londoners, their families and communities – regardless of background – can thrive, live safely, and fulfil their potential, free from violence and exploitation.

The Alliance delivers an integrated model that draws on the strengths of each organisation, building interventions around four core themes:

- Simple navigation to, through and on from the service
- A team around the worker – aiming to ensure young Londoner's don't need to retell their story
- Safeguarding

- Young Londoner & parent/carer participation – shaping decisions, design and taking leadership

The Alliance is committed to ensuring the successful delivery of the service by bringing together of a range of knowledge and expertise. We are deeply committed to embedding EDI at the heart of everything we do – from our internal operations to the way we engage with young people and communities. To support this journey, we are seeking an experienced and insightful Critical Friend to provide strategic and practical guidance on EDI and hold us accountable to our goals in this area.

Safer London is commissioning this work on behalf of the Alliance partnership, but the Critical Friend will be expected to work alongside all of the Alliance partners.

Scope of Services

Our collective vision for London is for the provision of a service which offers consistency and stability for all young Londoners, has the flexibility and agility to adapt to the capacity and needs of London's communities, and provides equity of service for children and young people across London. All Alliance members are aligned to the same principle that EDI is a lens through which we frame and inform all our work.

Within the Alliance there will be diversity of approach and practice, which is the strength of the collaboration between four organisations. To provide robust assurance that principles are being adhered to, and activities are effective, we have developed a robust EDI assurance framework.

The Critical Friend will act as an independent, expert voice to challenge, support, and guide our work in EDI with a focus on ensuring our policies, practices, and culture, authentically reflect our commitment to embedding and practicing EDI.

The Critical Friend will work collaboratively with our leadership, staff, young Londoners and stakeholders to foster a culture of reflection and continuous improvement in line with EDI best practices.

The full requirements of the service are detailed in Appendix 1: Service Specification

Contract Period

The estimated contract period is as follows: 2nd June 2025 until 30th May 2027

Fees and Costs

Rates and prices shall be deemed inclusive of all additional expenses howsoever incurred.

Access to information

In order to undertake this work some limited access to documentation will be made available. During the initial stage of work, the provider will discuss these requirements with the Alliance Partners and agree appropriate levels of access which promote engagement whilst also honouring confidentiality and data protection.

Timings

Timetable for Request for Proposal (RFP) requests:

| Stage | Dates |
|------------------------|--------------------------------|
| RFP request published | 10 March 2025 |
| RFP Submissions due | 9am 4 April 2025 |
| Assessment / shortlist | Bidders notified 11 April 2025 |
| Interviews | 24 or 25 April 2025 |
| Award | Bidders notified 2 May 2025 |
| Contract start date | 2 June 2025 |

Your response

To respond to this Request for Proposal, please provide a proposal for how you would deliver the required specification for the scope of services as outlined above. The proposal assessment criteria and requirements are set out below.

Clarification questions on this quote request may be addressed to procurement@saferlondon.org.uk

Any question responses which are relevant to all will be shared with all applying parties. If you intend to submit a proposal, please advise us at your earliest convenience so that question responses can be shared. Questions will be anonymised before responses are shared with respondents.

1 Budget and Pricing

- The total maximum budget for the project is £40,000, inclusive of any applicable VAT.
- Given the charitable nature of Safer London, please indicate where you have given a discount on commercial rates.
- We would welcome proposals which identify a way to deliver the requirements for under the identified budget on a fixed price basis.
- Please outline any VAT and or expenses which may be payable clearly and separately. For the avoidance of doubt, all costs and applicable taxes must be within the stated budget envelope.

2 Proposal submission and scoring criteria

Please email a proposal of no more than 2000 words long to procurement@saferlondon.org.uk by 9am on 21 March 2025.

Proposals submitted will be assessed by a panel made up of Safer London and representatives from the Alliance partnership, against the following questions:

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| <p>1 Understanding of requirements. Please explain what you understand Safer London is aiming to achieve in commissioning this work.</p> | 10% |
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| Criteria: To what extent does the proposal demonstrate an understanding of the issues related to this brief? | |
| 2 Please set out your proposed methodology by stage Criteria: To what extent are the methodology and approach appropriate to the requirements set out in this brief? | 30% |
| 3 Relevant experience Please set out your experience of delivering similar services and methodologies described in the specification. Please provide the name of two references we can contact in confidence, and at our sole discretion to confirm the work you undertook and its relevance. Criteria: What degree of experience does the bidder demonstrate in order to successfully complete the work? | 30% |
| 4 Appropriate resourcing Please set out your resourcing plan and assumptions about the time commitments you plan to make by grade and resource type. Please make it explicitly clear who will be accountable for the work and who our day-to-day contact will be. Criteria: How well has the bidder structured a team in order to successfully manage the contract and deliver the required work to the budget and timetable required? | 20% |
| 5 Value for money Criteria: To what extent does the proposal represent good value for money? | 10% |

Proposals which are assessed to meet the threshold for shortlisting will be invited to interview with a panel of made up of Safer London and representatives from the Alliance partnership, including young Londoners.

3 Notes and minimum requirement

- Request for Proposal responses not received by the deadline will not be considered.
- Proposals shall be valid for 90 days.
- All Request for Proposals must be accompanied by a completed conflict of interest declaration (Appendix 2) and will not be deemed to be a valid Proposal unless this declaration is fully completed. We reserve the right to reject tenderers as ineligible where we perceive an actual or potential conflict of interest.
- Safer London expects the winning bidder to sign up to its Contract for Services (Appendix 3: Draft Contract of Services).
- All bidders are solely responsible for all their costs and expenses incurred in connection with this procurement process at all stages.
- Safer London reserves the right to amend or cancel the procurement exercise at any point. Safer London will accept no liability for any losses caused by any change or cancellation of this procurement exercise nor any decision not to award a Contract.

- All tenders will be treated in confidence and not discussed with any other tenderer or agency outside of Safer London and the Alliance Partners.
- Any information submitted to Safer London may need to be disclosed and/or published by Safer London. Safer London may disclose information in compliance with the Freedom of Information Act 2000, any other law, or, as a consequence of judicial order, or order by any court or tribunal with Safer London to order disclosure.
- Safer London reserves the right to request additional evidence to undertake sufficient due diligence of any Tenderer to ensure they have implemented the appropriate technical and organisational measures to comply with legislation, regulation and best practice including but not limited to:
 - Safeguarding - The successful bidder will be required to operate with due regard to safeguarding inline with Safer London's policies and procedures, legislation and Working Together to Safeguard Children 2023 guidance. Shortlisted bidders may be asked to evidence this.
 - Data Protection Act 2018 - Any awarded Contract will be subject to the Data Protection Act (DPA) 2018 and appropriate policies and procedures to safely manage data and personal information, e.g., GDPR. Shortlisted bidders may be asked to evidence this.
 - Equity, Diversity and Inclusion- The successful bidder will be required to operate with due regard to EDI in line with Safer London's policies and procedures, and the Equality Act 2010. Shortlisted bidders may be asked to evidence this.
- Safer London is committed to greater transparency and may publish its tender documents, contracts and data from invoices received and may at its discretion redact all or part of such information prior to publication.
- Bidders shall not (and shall procure that their subcontractors and representatives do not) do any of the following without obtaining the prior written consent of Safer London:
 - make a public statement or communicate in any form with the media in connection with this procurement.
 - use any trademarks, logos or other intellectual property rights associated with Safer London and/or its stakeholders / Alliance Partners.
 - represent that the Bidder is directly or indirectly associated in any way with Safer London and/or its stakeholders or that its or their respective products and/or services are in any way endorsed by Safer London and/or its stakeholders/ Alliance Partners.
 - do anything or refrain from doing anything which would have an adverse effect on or embarrass Safer London and/or its stakeholders / Alliance Partners.
- Tenders with abnormally low prices may be rejected by Safer London. Prices that are suspiciously low in the opinion of Safer London will be considered further before a decision is taken as to whether the price is abnormally low. This will include clarification with the relevant bidder.
- Safer London will award the Contract to the bidder submitting the offer that best meets scoring criteria from the point of view of Safer London and representatives from the Alliance partnership.
- Safer London will notify all bidders of its contract award decision.