

## INVITATION TO TENDER

### Background

The Department for Transport and Maritime UK established the Maritime Skills Commission (MSC) to lead the sector's work in ensuring the maritime sector has a pipeline of talented people to serve all parts of the sector covering shipping, ports, leisure marine, engineering, science, and professional services.

You can find up-to-date information about the MSC on its web pages: [www.MaritimeSkillsCommission.uk](http://www.MaritimeSkillsCommission.uk)

In July 2020, the Minister wrote to the Chair of the Commission setting these seven objectives:

1. Understand the skills needs of the sector, including the effects of technological change, and to make recommendations for action.
2. Ensure that no part of the sector suffers from serious skills shortages or skills gaps.
3. Ensure that the sector has the apprenticeships and qualifications it needs.
4. Ensure the sector has the training provision it needs, (including the use of technology to engage learners and keep costs down).
5. Provide employers and individuals with clear information about career paths and re-training options.
6. Ensuring that employers have good quality recruits for their vacancies through effective promotion of maritime careers.
7. Increase exports of maritime education and training.

### Tender Information

In March 2022, the National Union of Rail, Maritime and Transport Workers (RMT) presented evidence to the MSC on 'Barriers to Progressing British Ratings'.

Following the evidence session, the Maritime Minister tasked the Commission to conduct a review to 'understand what the situation is with UK ratings training. What are the barriers and opportunities to training and where are the potential growth areas for UK ratings.' The review should include a series of recommendations and also consider ratings to officer training - it should be clear that ratings can, and should be recruited, with the expectation that they can and should progress throughout their careers.

It is expected that the winning consultant will coordinate and facilitate a series of workshops with the MSC, Maritime UK National Council, RMT, MSC stakeholders and the wider maritime sector as part of the writing process.

**Approach.** Please propose the approach you judge to be best-suited to achieving the objectives we have set above. Please consider the wider context of the MSC's work, and the fact that we cover the *whole* of the maritime sector, including shore-based roles

The person will need to consider the time and budget constraints (see below) and tailor their response accordingly.

We expect the successful tenderer to keep in close touch with the steering group during the project to be sure that their report is as useful as it can be.

Timescale. We are working towards the following timeline and would expect that the successful consultant embeds the timeline into their tender as follows:

- By 27 November: Tenders to be submitted by 11pm on Sunday 27 November.
- Late November: Panel deliberations and successful consultant appointed.
- 1<sup>st</sup> December: Consultant to be available to attend MSC meeting in London/Online to discuss process and next steps.
- December – February: Consultant to undertake stakeholder evidence sessions and workshops to assist with the report writing process. During this time the consultant must provide regular updates to the MSC.
- Early March: Final findings and recommendations presented to MSC for endorsement.
- End March: Final report and recommendations launched.

Publication. We want a readable, concise, report in Word. The MSC's Secretariat will arrange to turn that report into publishable form, and we would welcome recommendations for images. The MSC will also be looking for sponsorship for the published report, with the strict requirement that the sponsor will have no say in the content.

Dissemination. The Commission will be responsible for disseminating the report, but we would welcome advice and suggestions when we get to that stage.

Budget. We have a budget ceiling of £30,000 which is inclusive of any travel needed. We will be looking for the best value we can get within that budget.

Contracting. The Commission is not a legal entity; the contract for the work will be managed formally by Chrissie Clarke, Head of People Programmes and Operations at Maritime UK, which will be the contracting authority.

Questions. If you have any questions, please write to Chrissie Clarke on [cclarke@maritimeuk.org](mailto:cclarke@maritimeuk.org) by 12:00pm on Friday 25 November.

Your tender. Please respond via e-mail to Chrissie Clarke on [cclarke@maritimeuk.org](mailto:cclarke@maritimeuk.org) by 11pm on Sunday 27 November 2022.

**Tenders after this time will not be considered.**

In your tender, please include the following:

- your assessment of what we are looking for
- how you propose to deliver a useful report in the time and where you have to make choices about coverage and focus, how you would make those choices
- who would do the work, and provide outline CVs showing their credentials to do so
- your tender price, and how it is made up.

[Maritime Skills Commission, November 2022](#)