

# Active Partnerships

## Invitation To Tender

Quote For Services For: Active Partnerships National Team

Services Quoted For: Design & Production of Strategy Overview and Presentation

Deadline For Interested Parties: January 27<sup>h</sup> 2023

### **INTRODUCTION**

The Active Partnerships National Team are inviting interested partners to work with us on the first of potentially, a number of projects in 2023 and beyond.

The team is a national charity, supporting a network of 43 local Active Partnerships, positioned across England, supporting their local communities to create the conditions for an active nation, in a sustainable way, using the power of sport and physical activity to transform lives.

Our Vision: *Making active lifestyles the social norm for everyone*

In April 2023, we will be launching our new strategy for the 2023 – 2027, four-year period. In an ever-complicated world, we are keen to ensure this launch is clear, precise and impactful, this will include a one pager overview of the role of our wider Active Partnership network.

### **CONTEXT OF SUPPORT**

We are looking for a partner to work with, who will help us create a high quality, inspiring and unforgettable digital suite of assets including an online overview and presentation that can be used to communicate to interested parties, our strategic direction for the next 4 years. We are also looking for suggestions of what other assets could help bring this to life.

We require a 1 pager informing the role of the network and simple overview of our national teams' purpose and objectives and a presentation that will be used at face-to-face and on-line meetings to launch our new strategy to our key partners, as well as being used for reference for staff and Trustees. We welcome suggestions on different formats for the presentation. We expect the presentation to follow the following structure:-

- Opening Titles
- Active Partnerships – who we are, our Mission and our Vision
- Our relationship with the 43 x local Active Partnership network
- Our strategic objectives 2023 – 2027
- Proposed Timelines
- Frequently Asked Questions
- Contact details

The exact content is still to be finalised and all text will be provided. It will be the design, different formats and impact of this detail we will be looking for our partner to provide.

**Please note: We are not requiring a strategy to be written, but to be framed for us.**

### **TIMEFRAMES**

This Invitation to Tender must be returned, by e-mail, no later than 5pm on Friday January 27<sup>th</sup> 2023 to [ctinbergen@activepartnerships.org](mailto:ctinbergen@activepartnerships.org). During the week commencing January 30<sup>th</sup>, all applications will be reviewed, with the aim of confirming preferred partners by Friday February 10<sup>th</sup>. The work will commence immediately and estimated to be completed by the end of March 2023.

### **COSTS**

Active Partnerships are not expecting interested parties to submit final quotations until further discussions regarding the exact detail of this work have been discussed, however we are asking for confirmation of hourly rates to be charged for this project, together with some assurances that the timescales indicated above can be met.

### **TESTIMONIALS / REFERENCES**

Please provide details of similar work that your organization has completed in the past 12 months to support your application.

Should there be any questions, or should you require any further information, please contact [ctinbergen@activepartnerships.org](mailto:ctinbergen@activepartnerships.org)