

GENERATION GRAD PACKS PROCUREMENT - 2023



Generation is the world's largest and fastest-growing employment program. To support our growth across the UK and Ireland we are looking for an experienced and reliable vendor to supply "graduation packs" to learners when they finish courses as a celebration of what they have achieved.

We are specifically looking for an organisation to quote for the provision and delivery/shipping across the UK and/or Ireland of graduation packs to contain at least or similar to:

- A certificate of achievement (printed, in a holder/frame, using Generation template)
- A sticker with Generation logo
- A recycled water bottle and/or notebook and/or T shirt (or similar gift)
- Proof of carbon offset of the delivery

We estimate we will provide such a service / pack to ~1600 learners in 2023 (~1350 in the UK and ~300 in Ireland) and we expect each pack to have a total cost <£25 per learner.

We expect delivery to be complete within 10 working days of the provision of a list of individuals to whom to send the pack and we expect a dedicated contract/account manager.

We are looking for a quote per unit/pack - valid for at least 12 months and valid for an increasing scale of order if we exceed above targets.

We will enter into a contract with the vendor guaranteeing this price and including specific terms such as those regarding GPDR/management of the data of our learners.

The successful vendor will be chosen on the basis of their (i) ability to meet the requirement, (ii) the value for money offered, and (iii) provision of evidence of successful delivery of similar activity in the last 2 years.

Please respond by close of play on 10th December 2021 to hugh.chatfield@generation.org to detail how you meet this brief. We welcome applications for the UK and Ireland separately or together.

Please outline any requirements that you cannot meet, or that will be exceeded within your price.

The decision of successful supplier will be made considering ability to meet the above requirements and the quoted price.