

Tender Specification:

Provision of High-Intensity One-to-One Mentoring Support for Scaling Businesses

Scope of Services

Provision of twelve (12) six-hour, high-intensity, one-to-one mentoring packages for scaling businesses operating within the North East region.

Date: 05 May 2026

1. INVITATION TO TENDER

RTC North invites suitably qualified and experienced suppliers to submit tenders for the delivery of specialist mentoring support to scaling businesses as part of the Scaleup North East programme.

The Contracting Authority for the purposes of this Invitation to Tender is:

RTC North
The Beam
Plater Way
Sunderland
SR1 3AD

2. BACKGROUND

Scaleup North East is an initiative designed to support and accelerate the growth of businesses. With a focus on companies that have the potential to scale and expand, the programme provides tailored support, expert advice, and a wealth of resources to help businesses overcome barriers to scaling and growth.

Scaleup North East aims to:

- **Boost Economic Growth** - By helping businesses scale, the initiative contributes to the overall economic development of the region.
- **Create Jobs** - Supporting businesses in their growth journey leads to job creation and employment opportunities within the community.
- **Encourage Innovation** - The programme fosters a culture of innovation by providing businesses with the tools and knowledge to innovate and compete in their respective markets.

It offers a range of services to support business growth, including:

- **Business Coaching** - Personalised coaching from experienced business advisors to help identify growth opportunities and overcome challenges.
- **Workshops and Events** - Access to workshops, seminars, and networking events to gain insights from industry experts and connect with other ambitious businesses.
- **Funding and Investment** - Guidance on securing funding and investment to fuel business growth and expansion.
- **Market Access Support** - Assistance in exploring new markets and expanding business operations both locally and internationally

3. SPECIFICATION OF REQUIREMENTS

3.1 The purpose of this tender is to source a third-party provider who can assist with the delivery of this contract by 31 December 2026.

- Providing some or all of the lead/pipeline generation.
- Producing appropriate reports and data collection.

The successful provider should ensure that:

- Businesses able to demonstrate at least two years' trading activity with a growth rate of 20% or more, over the two years.
- Businesses able to demonstrate future growth of at least 20% in revenue and/or in employment, OR
- Post revenue Businesses demonstrating growth of above 10% per annum.
- Post revenue Businesses able to demonstrate future growth of at least 10% with an increase in employment.

Emphasis will be placed on those Businesses employing a minimum of 10 employees at the start of the period.

Business eligibility is defined by programme geography rather than the location of the Contracting Authority and can be in any of the following Council areas:-

- Gateshead
- Newcastle
- North Tyneside
- Northumberland

Businesses located in County Durham, South Tyneside or Sunderland are not eligible.

3.2 Timescales

Activity	Date
Tender published on website	05/05/2026
Tender submission deadline	20/05/2026
Review tender bids	20/05/2026
Appointment of preferred supplier	22/05/2026

4. PROJECT TEAM

Graham Stafford, Scale Up Project Manager, will be the nominated Contract Lead with responsibility for oversight and contract management.

5. TENDER SUBMISSIONS

RTC North would like to invite tenders from companies who can demonstrate experience with similar projects only. Could you please provide evidence to substantiate the following points: -

- A brief description of your company.
- Qualifications held by employed individuals who will be assigned to the tender.
- Testimonials from previous work.

6. AWARD CRITERIA

The criteria for a successful award will be based on the following: -

Criteria	Weighting %
Demonstrable experience of delivering similar interventions	25%
Capacity to provide a range of appropriately skilled coaches, mentors and specialists	25%
Price	25%
Ability to offer an existing pipeline of eligible potential clients	25%

7. QUERIES

To ensure a fair, open and transparent tender process, all communication relating to this tender must be directed solely to the named contact. No approach of any kind concerning this tender should be made to any other employee, representative, or associate of RTC North. Failure to comply with this requirement may result in disqualification from the tender process.

8. TENDER RETURN

Tender submissions must be submitted electronically by email no later than the stated deadline to:

Matthew Tulip
Compliance Officer
RTC North
Email: matthew.tulip@rtcnorth.co.uk

The closing date for submission of all tenders is 20 May 2026.