

REQUEST FOR QUOTATION: Strengthening learner voice in Further Education

April 2025

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1. Company Information

Company Name	Colleges Wales / Colegau Cymru Limited (Parent company of Fforwm Services Limited)
Company Number	2832103
Charity Number	1060182
Subsidiary Company	Fforwm Services Limited
Subsidiary Company Number	3066192
VAT Number	655 9801 02
Registered Office and operational address	Unit 7, Cae Gwyrdd Greenmeadow Springs Tongwynlais Cardiff CF14 7TE
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2. Background

ColegauCymru is an education charity which promotes the public benefit of further education in Wales. We believe that all learners have the right to world-class education, delivered in a safe, diverse, and inclusive setting and within a sector which supports the wider community, employers, and the economy.

We undertake research and policy development and provide practical support to the FE community. Working closely with Welsh Government, Medr, and other partners, we help shape policies affecting the FE sector, its learners, and staff.

3. Rationale

- 3.1 ColegauCymru has received Taith Pathway 2 funding to undertake a series of activities that will support one of Medr's aims in Strategic Priority 1 which is to 'focus the tertiary education sector around the needs of the learner - their experience, achievement and well-being - ensuring they are involved in decision-making and encouraging participation in learning at all stages in life.'

The 2 project outputs are:

- a research report highlighting the key strengths of learner voice systems in The Netherlands, Norway and The Basque Country, Spain;
- a set of high-level principles of good practice for developing learner voice systems based on the learning acquired from the three European countries studied.

A key project activity will be a 5-day study visit for 11 participants to The Netherlands in September 2025. ColegauCymru will be working with CINOP in The Netherlands to develop a programme for the study visit. CINOP is an organisation with expertise in learning, training, and development with a strong focus on improving Technical and Vocational Education and Training (TVET).

- 3.2 ColegauCymru, as the representative body for FE colleges in Wales, is committed to ensuring equitable access to, and involvement in, decision making opportunities for all learners in the newly formed tertiary sector. A particular focus for our future work will also be to ensure that the voice of all learners, especially those from disadvantaged backgrounds and with protected characteristics, are given the opportunity to be heard and to shape the system.

4. The Research

4.1 ColeguCymru wishes to contract an independent consultant to act as a researcher to lead on the development of the project's outputs. The consultant will be required to:

- conduct a desk-based literature review of learner voice systems in Norway and the Basque Country
- participate in the study visit to The Netherlands
- suggest lines of enquiry to the participants, prior to visiting The Netherlands, based on the findings of the literature review to inform the design of the visit
- facilitate de-brief sessions with participants during the visit to shape the research report
- produce a research report on learner voice in the Netherlands as well as a comparative analysis of the systems in Norway and the Basque Country based on prior desk-based research
- produce a set of high-level principles of good practice for effective learner voice systems
- present the findings of the research to the Principals' Forum prior to the roundtable event
- support ColegauCymru in the planning, design and delivery of a roundtable event in mid-November 2025 with key partners to disseminate the research findings and to shape ColegauCymru's policy position on learner voice.

4.2 The budget available for this work is up to £12,540 including VAT. The researcher will need to provide ColegauCymru with a proposed methodology, timeline and a breakdown of costs to achieve the project outputs.

5. Requirements

5.1 The project will start on 1 May 2025 and end on 31 October 2026. The contractor will be engaged for 8 months from June 2025 - January 2026.

5.2 The quotation should explain the methodology that will be used to achieve the research outcomes and must include the following elements:

- Literature review on learner voice policies and strategies in Norway and The Basque Country, Spain;
- Reference Medr's Strategic Plan particularly in relation to Strategic Priority 1;
- Engage with college principals, ColegauCymru and staff in other named organisations as needed;
- Provide regular updates to ColegauCymru via a designated member of staff via online meetings, emails, and telephone calls;

- Produce the project report and a set of high-level principles;
- Participate in a roundtable discussion on the findings in November 2025.

5.3 The proposed dates for monitoring and project updates are detailed below and will be confirmed at the project initiation meeting:

Date	Meeting
June 2025	Project Initiation Meeting
August 2025	Production of desk-based research on learner voice systems in Norway and the Basque Country
September 2025	Visit to The Netherlands
October 2025	Draft report and draft set of high-level principles
November 2025	Roundtable discussion
December 2025	Final report and final set of high-level principles

5.4 Suppliers are expected, as part of their application, to declare any relationship or association with a person or persons significant employee, elected or nominated in the institutions falling within the scope of the survey.

5.5 The supplier is expected to complete a pricing schedule which is inclusive of VAT. The maximum budget available for this work is £12,540 including VAT.

6. Use of Findings

6.1 Once the research has been completed, the report will be used to provide feedback to Medr, the Tertiary Education Division (TED) in Welsh Government, ColegauCymru's Board and the Principals' Forum.

In particular, the findings from this project will be used to shape ColegauCymru's collective response to Medr's consultation on learner voice due to take place in the autumn term on behalf of the further education sector.

6.2 The research should be in a format that could be published as a standalone report document.

7. Timescale

The timescales for the tender are as follows:

Date	Activity
24 April 2025	ColegauCymru to provide an invitation to quote to selected organisations and shared on its website.
6 May 2025 (10.00am)	Proposals submitted to ColegauCymru.
16 May 2025	Successful organisation notified and contracting is undertaken.
w/c 2 June 2025	Project Initiation Meeting and start of research.
13 October 2025	Presentation of draft report and high-level principles to ColegauCymru.
5 December 2025	Final report shared with ColegauCymru.

Proposals should be submitted by email to Sian.Holleran@ColegauCymru.ac.uk by 10.00am on Tuesday 6 May 2025.

The project team welcomes queries in regard to this quotation up to Wednesday 30 April 2025. No correspondence or queries will be addressed during the period in which a contract decision is being made.