

## INVITATION TO TENDER: RESEARCH REPORT, MUSIC GENERATION CORK COUNTY

### 1. Purpose

- Cork ETB invites tenders for the completion of a research report, the purpose of which is to inform the future development of a Music Generation Cork County programme for children and young people in Cork County.
- It is anticipated that the report will:
  - assess the current local context for music in Cork County<sup>1</sup>;
  - identify gaps in performance music education provision<sup>2</sup> for children and young people and provide an analysis of areas of need and opportunities for development, including from an inclusion perspective;
  - present a comprehensive business plan to include areas for future Music Generation Cork County programme development that can be implemented sustainably through a Local Music Education Partnership approach.

### 2. Content of Research Report

#### Local Context for Music including existing provision

- Provide an analysis and mapping of the general local context for music in Cork County, including existing music education provision. This should be based on a mapping exercise to survey how music in general is already provided for within the professional, amateur, voluntary and community sectors in Cork County. Particular attention should be given to current music education provision including statutory, private and community provision and under-represented groups.

#### Gaps, Areas of Need and Opportunities for Development

- Based on the information gathered in the mapping exercise, and in the context of performance music education provision, what gaps and barriers to access for children and young people's engagement and participation in performance music education have emerged?
- Consideration to be given in terms of geographical, financial, social and cultural barriers to children and young people's access to performance music education. In considering barriers: What areas of need have been identified that provide potential for a focus on future development?
- Consideration to be given to identifying opportunities for collaboration with existing music provision, including statutory, voluntary and private providers, to address these needs and add value to the local context.
- Consideration to be given to modes of tuition taking place in any of a variety of settings, according to local need and context. For example, youth clubs, voluntary arts organisations such as Comhaltas branches, pipe and brass bands, schools, childcare facilities, arts centres, live music/performance venues, healthcare and disability services, public libraries, music schools etc.

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<sup>1</sup> Cork County incorporates municipal districts: County Cork, Carrigaline, Macroom, Cobh, East Cork, Bandon-Kinsale, Fermoy, Kanturk-Mallow and West Cork

<sup>2</sup> Recognised by the Department of Education as non-mainstream music education, performance music education complements and enriches, but does not replace, the mainstream music curriculum provision of the formal education system. See <https://www.musicgeneration.ie/content/files/Music-Generation-Strategic-Plan-2022-2026.pdf> Pg. 5 for further insights into performance music education in Music Generation.

## Business Plan

- Business Plan to:
  - Identify rationale for identified areas for programme development that can be sustainably developed through a Local Music Education Partnership approach;
  - Identify areas for programme development that would complement, enrich and add value to existing provision without displacement of existing provision
  - Based on the gaps, needs and opportunities identified in research, what is the vision for a future Music Generation Cork County programme for the children and young people of Cork County?;
  - Goals, and how do these respond in a strategic way to meeting the local needs identified in needs analysis;
  - Business plan proposals to take into account the scale of ambition alongside proposals that are realistic, achievable and sustainable based on an indicative annual operating budget of €400k per year

## Programme Strands

- Identify potential programme strands for development, describe in outline format what they will look like. Consideration to be given to
  - the breadth and scope of performance music education activity that can happen across different music genres;
  - high quality experiences in music that you envisage for children and young people;
  - high quality artistic and educational standards within socially inclusive models;
  - How the programme strands will add value and link to existing provision and achieve long term, sustainable outcomes for children and young people;
  - An indication of target participation reach across first three years.

## Finance

- In developing a financial plan, consideration to be given to:
  - Sustainable sources of locally generated matched funding, such as projected earned revenue, long-term commitments from partner organisations, etc.;
  - The feasibility of proposed budgets including any potential economies of scale, such as opportunities for collaboration with neighbouring LMEP Areas;
  - Efficiencies and added value which can be achieved through partnership;
  - Support-in-kind.

## Governance & Staffing

- Cork ETB is the lead partner organisation for Music Generation Cork County. The completed business plan should include details regarding proposed governance arrangements and staffing structure within the Local Music Education Partnership structure and Lead Partner organisation.

The selected contractor/s will be required to present interim and final reports to a Music Generation Cork County Partnership Working Group which will include Cork ETB and Music Generation National Development Office partners. It is anticipated that in completing the research report, consultation and engagement with this group, other identified partners and children and young people will be required. The selected contractor/s will be required to complete the research within four months from the date of the commencement of the contract for services.

### 3. Submission Requirements

- Submissions should include all of the following:
  - A written proposal outlining your approach/methodology to the services required.
  - A Delivery schedule or Project Plan detailing significant milestones.
  - Detail of personnel clearly identifying their expertise and proposed roles within the project.
  - Total fee for delivery of the Research Project. Fee to be presented both inclusive and exclusive of VAT.

Supporting documentation which must be submitted, failure to do so will deem the submission to be ineligible:

- Two examples of relevant previous work in this subject area. Template set out in Appendix 1.
- Two References

### 4. Assessment Criteria

Criterion 1	Weighting	Maximum Marks	Minimum Marks Required
	20%	200	100
<b>Title</b>	<b>Methodology for delivery of the service addressing the scope of services.</b>		
<b>Instructions</b>	<i>Tenderers should provide information to enable the Contracting Authority to assess their offer under this criterion covering the requirements detailed in the brief.</i>		

Criterion 2	Weighting	Maximum Marks	Minimum Marks Required
	20%	200	100
<b>Title</b>	<b>Delivery schedules offered / Project Plan</b>		
<b>Instructions</b>	<i>Tenderers should indicate proposed delivery times for elements identified in their proposal.</i>		

Criterion 3	Weighting	Maximum Marks	Minimum Marks Required
	20%	200	100
<b>Title</b>	<b>Technical Merit of Individual Contractor / Team Proposed</b>		
<b>Instructions</b>	<i>Submission should provide comprehensive information on the individual contractor / team proposed clearly indicating each team members' contribution to the project, their precise roles and responsibilities and time commitment. In addition, comprehensive CVs must be provided demonstrating each team members' expertise for the role proposed.</i>		

Criterion 4	Weighting	Maximum Marks	
	40%	400	
<b>Title</b>	<b>Cost</b>		
<b>Instructions</b>	Proposed Total Fee for delivery of the Initial Contract outlined in the brief. <i>(To include all expenses). Total Fee quotation to include VAT.</i>		

## 5. Queries and Clarification Process

- All queries will be responded to by email only.
- Please email all queries to: [procurement@corketb.ie](mailto:procurement@corketb.ie)

## 6. Closing Date

- The closing date for receipt of tender submissions is 17:00 (Dublin time) on 21<sup>st</sup> December 2023.
- Submissions by email only to [procurement@corketb.ie](mailto:procurement@corketb.ie)
- All submissions received will be acknowledged by email.

## 7. Terms & Conditions

- Late and/or incomplete submissions will not be considered.
- Contracting will be based on a Contract for Services issued by Cork ETB.
- Upon selection, the contractor may be required to provide Tax Clearance details.
- Cork ETB reserves the right not to award this Contract for Services and in this instance reserves the right to pursue other selection processes at its discretion.
- A shortlisting process may apply, and contractors may be invited to attend a meeting to further discuss their submission.
- Cork ETB will not be responsible for any costs, charges or expenses incurred in preparing a quotation.

- Nominated key personnel must be named in the submission. Selected Contractors may not sub-contract the role to third parties.
- Contractors may be required to attend meetings in-person from time to time.

## Appendix 1

### TECHNICAL CAPACITY

#### PREVIOUS CONTRACTS

**RULE:** Submissions must demonstrate successful delivery of **2** previous comparable projects involving the components detailed within the recent past.

Reference contract #1	
Client Name	
Contact Name	
Contact Number/EMail	
Contract Value	
Delivery Date(s)	
Detailed contract description	
Outline how this contract is comparable with the subject matter of the contract being tendered.	

## Appendix 2

- [Cork Education and Training Board](#) (was established under the Education and Training Boards Act, 2013) and is responsible and accountable for the proper direction and control of its functions in the Cork City and Cork County Councils' local authority areas. Cork ETB plans, provides, supports and co-ordinates education, training and youth services in Cork which are recognised internationally as a model of excellence.
- Cork ETB is a driving force of education and training in Cork, providing high quality services which are innovative, responsive and inclusive. Through Cork ETB there is a pathway for every learner.
- Cork ETB's target clients are learners in our schools, colleges, training centres and community settings, applicants under the various learner support schemes administered directly by Cork ETB, Youth Service Providers, Community Education and Training Groups, Voluntary Community Organisations and Communities throughout the City and County.
- Cork ETB's music education provision includes [Music Generation Cork City](#) and [Cork ETB School of Music](#).
- To find out more about who we are and what we do, please visit [www.corketb.ie](http://www.corketb.ie)
- [Music Generation](#) is Ireland's National Music Education Programme whose mission is to empower children and young people to realise their full potential through access to, and participation in, high quality performance music education. Initiated by Music Network, Music Generation is co-funded by U2, The Ireland Funds, the Department of Education, and Local Music Education Partnerships (LMEPs).
- Music Generation was set up in 2010 by its parent company Music Network to establish infrastructure for performance music education. Its genesis stems from the combined philanthropic support of U2 and The Ireland Funds to seed-fund phased implementation of Music Network's Feasibility Study Report: [A National System of Local Music Education Services](#).
- During the first wave of commencement (2010 – 2015), the programme was established in 11 LMEP areas.<sup>3</sup> A second wave commenced in 9 further LMEP areas in 2018.<sup>4</sup> In December 2017, Government announced its commitment to support the roll-out of Music Generation nationwide.<sup>5</sup>
- In 2022, Music Generation worked with 101,960 child and young person programme participants, engaging in music tuition and performance activities, generating over 500 employment opportunities across a range of artistic/managerial, musician and administration/support roles.
- To find out more about who we are and what we do, please visit [www.musicgeneration.ie](http://www.musicgeneration.ie)

<sup>3</sup> Carlow, Clare, Cork City, Laois, Louth, Limerick City, Mayo, Offaly/Westmeath, Sligo, South Dublin, and Wicklow.

<sup>4</sup> Cavan/Monaghan, Dún Laoghaire-Rathdown, Galway County, Galway City, Kilkenny, Leitrim, Roscommon, Waterford, Wexford,

<sup>5</sup> Tipperary, Kerry, Meath, Kildare, Longford, Dublin City, Fingal, Limerick County, Cork County.