
EXPRESSION OF INTEREST (EOI) DOCUMENT

Subcontracted Adult Skills Fund (ASF) Provision – Level 3 Digital & IT

Contracting Authority: Barnet and Southgate College

ITT Reference: BSC-ASF-L3-Digital-2026-03

Issue Date: 3rd June 2026

EOI Submission Deadline: 17th June 2026 (Midday)

1. Purpose of the EOI

This Expression of Interest (EOI) stage is designed to:

- Assess the **capacity, capability, and suitability** of organisations
- Ensure alignment with **ASF priorities and College strategic objectives**
- Identify providers suitable for invitation to the **Invitation to Tender (ITT)** stage

Only organisations successful at this stage will progress.

2. Instructions for Completion

Applicants must:

- Complete all sections of this EOI document
- Provide clear and concise responses
- Submit supporting evidence where requested
- Ensure submission by the stated deadline

Incomplete submissions may not be considered.

3. Organisation Details

Legal Name of Organisation:

Trading Name (if applicable):

Registered Company Number:

Registered Address:

Website:

Primary Contact Name:

Job Title:

Email Address:

Telephone Number:

4. Organisational Capacity & Compliance (40%)

4.1 Experience and Capability

Please describe your organisation's experience delivering:

- Adult Skills Fund (ASF) or similar provision
- Level 3 Digital / IT programmes
- Delivery to adult learners (19+)

(300-word limit)

4.2 Financial and Operational Capacity

Please confirm:

- Annual turnover (last 3 years)
- Financial stability to deliver a contract of £250,000
- Staffing structure and delivery capacity

(250-word limit)

4.3 Compliance Statement (Mandatory)

Confirm your organisation can comply with the following:

- ASF funding rules
- ESFA subcontracting rules
- GLA funding requirements (where applicable)
- Safeguarding and Prevent Duty
- GDPR and data protection

☐ Yes

☐ No

If no, please provide details.

5. Delivery Model & Inclusion Strategy (30%)

5.1 Proposed Delivery Approach

Outline how you will deliver **Level 3 Digital & IT provision**, including:

- Curriculum offer and pathways
- Mode of delivery (classroom, blended, online)
- Employer engagement
- Learner progression and destination tracking

(400-word limit)

5.2 Inclusion and Target Learners

Describe how you will:

- Engage learners from **priority and disadvantaged communities**
- Support learners with **low prior attainment progressing to Level 3**
- Address **digital exclusion barriers**

(300-word limit)

6. Track Record with Target Communities (20%)

Provide evidence of previous delivery including:

- Experience working with priority learner groups
- Success rates (achievement, progression, retention)
- Case studies or examples of impact

(300-word limit)

7. Social Value & Community Impact (10%)

Demonstrate how your delivery will:

- Provide social value to local communities

- Support employment outcomes
- Engage with local stakeholders/employers

(250-word limit)

8. Subcontracting & Delivery Declaration (Mandatory)

By submitting this EOI, you confirm that:

- You will not engage in **second-level subcontracting**
- You accept the College's **20% management fee**
- You will enter into a formal subcontract before delivery
- You will comply with audit and assurance requirements

☐ Confirmed

9. Declaration

I confirm that:

- The information provided is accurate and complete
- The organisation has the capacity to deliver the proposed provision
- We agree to comply with all funding and subcontracting requirements

Name:

Position:

Signature:

Date: