**Irelands Best Young Entrepreneur**

**Business Boot Camp**

**Local Enterprise Office Longford**

**Request for Quotation re delivery of Services**

**Introduction**

The Local Enterprise Office is looking for Irelands Best Young Entrepreneurs. Irelands Best Young Entrepreneur is a competition run by the Local Enterprise Offices nationally and is open to anybody who is under 35 years of age with an idea/commercial venture for a start up or existing business. The competition is open to all sectors, structured at County and Regional levels, which culminate in a national final.

The aim of the initiative is to encourage and support a culture of entrepreneurship among young people in Ireland, to promote entrepreneurship as a career choice, and to encourage the establishment and development of new innovative businesses by Ireland’s young entrepreneurs.

This is hugely important for job-creation as two thirds of all new jobs are generated by businesses in the first five years of existence – more start-ups and a thriving entrepreneurial culture will lead to more jobs being created.

Full information on the programme can be found on [www.ibye.ie](http://www.ibye.ie)

**Local Enterprise Office Longford is seeking quotations for specification and delivery of suitable boot camps and mentoring programmes**. Issues that should be taken into consideration by those wishing to design and deliver a suitable programme are:

**Considerations**

Participants will be at different stages and have differing levels of knowledge and experience of business.

Workshop hours are time constrained

**How can this be addressed?**

The content of the workshop is relevant to all stages.

Workshop modules will have to be pitched at a high level by virtue of the time constraint, i.e. aimed at providing knowledge and understanding rather than detailed skills development.

The extent to which each module can be developed and applied can then be facilitated by appointing mentoring hours to each participant that is commensurate with their needs. The selection process for finalists to participate in the Boot Camp will allow for a preview of the background, stage and needs of each finalists which will be communicated to the trainer/mentor in advance of the workshop.

**Boot Camp Deliverable**

Deliverable is a refined written business proposal /plan and an Investor Pitch

**Boot Camp Outcomes for participants**

NB: Outcomes will differ depending on the stage of the business

|  |  |
| --- | --- |
| **Idea Stage** | **Start Up / Established** |
| Assess their entrepreneurial traits and identify their strengths and weaknessesUnderstand how to identify and assess their target marketUnderstand what a business strategy consists of and how to develop oneUnderstand how to identify and assess the key opportunities and risks to their business Understand how to develop a financial planPrepare a written investor proposal and pitch  | Assess their own strengths and weaknesses as the primary driver of the businessDevelop a realistic and achievable strategy for their businessImprove their capacity to implement their business strategyImprove their understanding of the key opportunities and risks to their business and how to address themPrepare a realistic financial plan that they are capable of implementingPrepare a written Investor ready plan and pitch |

**Boot Camp time allocation:**

Workshop Hours: minimum 12 hours teaching time

Those wishing to quote may design a programme to suit potential participant’s needs.

The Local Enterprise Office Longford is open to suggestions that the Boot Camp is run at a weekend /during the week to facilitate attendance.

Example time if run at a weekend: Friday 1pm to 6.30pm, Saturday 9am to 5pm, or Sunday 9am to 3pm

**Mentoring Sessions:**

Sessions to be allocated as required depending on participant needs.

Estimated requirement is 40 sessions in total based on 15 participants – 3 sessions each for Start Up & Established and 2 sessions each for Idea.

The allocation of mentoring sessions will be fluid and decided depending on each participant’s needs, which will be determined at the Boot Camp.

**Post Boot Camp Mentoring**:

Additional mentoring sessions to be allocated to support the three winners to further develop their entries at Regional and National level. This may require up to 2 additional sessions each i.e. 6 sessions.

For the purpose of the RFQ it is suggested that a minimum of 46 mentoring sessions is included in total.

**Boot Camp Budget based on 15 participants.**

**Quote to include:**

* Delivery of workshop
* Mentoring
* Suggested dates (Needs to be completed by end of November 2017)
* Suggested Venues & Itineraries

**Suggested Modules:**

Boot Camp Modules - 10 / 11 modules

**You are the Driver of your business** – an insight into your entrepreneurial drivers, your capacity as the leader of your business, your strengths and weaknesses. An introduction to leading and working with a Team.

**Business Strategy** – what does it mean, how to develop it, - what is your business strategy (where you are now, where you want to be in 2 years, what you need to do to get there, how are you going to do it)

**Value Proposition** - What does it mean, defining your value proposition?

**Target Market** – identifying your target market

**Market Opportunity** – assessing competitive landscape, identifying the scale of the opportunity, analysing your position and competitive advantage

**Securing Market Share** – route to market, pricing, promotion

**Risk Assessment** – SWOT analysis of Technical, Commercial / Market, Management & **Finance Risk & How to address these**

**Targets & Performance Measurement**

**Financial planning & sources of finance**

**Investor Proposal** – how to write an investor proposal, how to prepare and deliver the perfect pitch

**Optional Additional Module Teamwork**– identifying your own and others characteristics & roles in teams, understanding how teams work, getting the most from your team

**Boot Camp Methodology**

Training providers should be required in the RFQ to present a detailed description of the methodology and content.

It is suggested that the methodology should include case studies.

Ideally, the trainer/s delivering the modules should also deliver the mentoring.

Detailed CVs for each trainer should be provided as part of the RFQ.

**Mentoring**

The mentoring sessions should be aimed at supporting the achievement of the Boot Camp deliverable.

Additional mentoring for the three winners will support them to further improve their proposal for entry in the Regional / National competitions

Quotations and specifications to be returned in hard and/or soft copy to the details below no later than 5pm Monday 11th September 2017

Local Enterprise Office Longford

Longford County Council

Great Water St.

Longford

[www.localenterprise.ie/longford](http://www.localenterprise.ie/longford)

Submissions to be clearly marked ‘**IBYE Competition Quotation’**