Battersea Arts Centre
Tech Innovation Tender
July 2025

About BAC

Battersea Arts Centre (BAC) is a home for **extraordinary artists, young people, and communities**. Situated in the historic Grade-II* listed, former Town Hall of Battersea, we deliver a range of year-round projects to **support artists**, **nurture young people**, and **empower our local communities**.

BAC is a **boundary-pushing** creative organisation that achieves **more sustainable and equitable futures** for the most underserved communities. To evidence our impact we have developed a robust **evaluation methodology** that measures **individual and social change** across all our projects, supporting our decision-making with qualitative and quantitative data and evidence.

We have invested heavily in our **IT and data infrastructure** and have systematically improved and automated our business processes. We have fast evolving system and data capabilities that we believe will be a significant strength to us and the wider arts sector to be more efficient and effective as it navigates very challenging times.

This year we celebrate **BAC's 50th anniversary** with a reinforced commitment to our old Town Hall motto **'Not for me, not for you, but for us'**. Next year, we will play a vital role in **Wandsworth's London Borough of Culture** year, sparking opportunities to reach more audiences and serve more local residents.

Introduction & Background

Battersea Arts Centre (BAC) is midway through a multi-phase Tech Innovation Programme, funded by the Fidelity Foundation, which is transforming our digital infrastructure and data culture. Phase 1 migrated BAC to Microsoft 365, launched three Power BI dashboards, and embedded an evaluation framework that is already improving decision-making .

Phase 2 builds on these foundations to:

- **Extend systems adoption** across Finance, Enterprises, Fundraising and Sales
- **Upskill staff** through structured training and cascade learning
- **Develop replicable products** (processes, dashboards, IP) that could generate new income for BAC and the wider cultural sector

We now seek a partner who can help us complete the deliverables and, if desired, co-create innovative, market-ready tools alongside our team.

Purpose of this Tender

We invite proposals under **two engagement models**:

Model	Summary	Commercial Basis
A: **Delivery Partner**	Provide expert resource to deliver key workstreams within the Phase 2 work-plan to specification and timeline.	Fixed rate (number of days & budget to be inserted by BAC).
B: **Innovation Partnership**	Collaborate with BAC to design, prototype and test new digital & data products that can be licensed or sold to other cultural organisations, creating a shared return on investment.	Joint venture / revenue-share structure (to be negotiated), plus day-rates for agreed core deliverables.

Bidders may respond to either or both models.

Project Scope

Below is an outline of the project which is to be delivered over a 12 months period. A Systems & Innovation Manager will be recruited to oversee the project and will lead on specific elements.

The appointed partner will take on specialist deliverables and support our team to achieve the best results for this project. The deliverables we require bidders to apply against are set out further on.

Core Workstreams

1. **Systems Adoption** – improve existing and new systems; automate key processes; build Power BI dashboards for Business KPIs, Enterprises, Finance, Sales and Fundraising teams.

2. **Skills & Capacity Development** –deliver specialist training for key staff; create onboarding resources (videos, guides) hosted on BAC's intranet.

3. **Programme Governance & Evaluation** – provide project management support, KPI tracking and documentation to satisfy funder reporting.

Additional Workstream

• **Product/IP Development** – identify high-value tools/processes, co-create minimum viable products (MVPs), test with pilot clients, and develop a route-to-market and revenue model.

Partner Deliverables – Model A

Workstream	Project Outputs
Systems Adoption	Build 4 Power BI dashboards utilising key data sets and enabling strengthen data analytics in key business areas of Finance, Fundraising, Enterprises & Governance. Produce user documentation to support ongoing use
Skills & Capacity	Plan appropriate staff development activity, ensuring dashboard utilisation and data literacy is built into core competencies of key users
Governance & Evaluation	Produce a detailed project plan, submitting fortnightly updates to the project team and deliver end-of-phase impact report at board level.

Partner Deliverables – Model B

Workstream	Project Outputs
Systems Adoption	As Model A but adopting more of a business partnering approach to development
Skills & Capacity	As Model A
Governance & Evaluation	Work alongside BAC advisory group to support future strategy
Product/IP (Model B)	• Produce a product concept deck • Build MVP prototypes • Produce a pilot evaluation report • Build a commercialisation plan in partnership with BAC

Partner Profile

We are looking for a supplier (or consortium) that can demonstrate:

- **Proven expertise** in digital transformation within arts, culture or non-profit environments.

- **Track record of innovation** turning process insights into viable products or services.

- **Human-centred approach** that respects the capacity constraints and diverse voices of cultural organisations.

- **Robust project management** and clear communication with multiple stakeholders

We are particularly interested in partners who align with BACs value of proactive inclusion, creative expression and internationalism. This would be evident in a bidders commitment to inclusion, creativity in approach, and a global perspective.

Submission Requirements

1. **Executive Summary** (max 2 pages) – outline your understanding of BAC's brief and preferred engagement model(s).

2. **Relevant Experience** – case studies highlighting comparable projects or product collaborations.

3. **Methodology & Work-plan** – including key milestones, risk management and quality assurance.

4. **Team Structure** – roles, biographies and anticipated allocation of days.

5. **Commercial Proposal** –

   ○ Model A: day-rate(s) and estimated days (BAC will finalise).

   ○ Model B: proposed revenue-share or JV terms plus any day-rate element.

6. **Added-Value & Innovation** – suggestions for product ideas or approaches that could extend BAC's impact.

7. **References** – two recent clients.

Please limit the total document to **10 pages** (excluding appendices).

Evaluation Criteria

Criterion	Weighting
Understanding of BAC's context & objectives	15%
Technical capability & sector experience	25%
Quality of methodology & work-plan	20%
Innovation potential & product vision (Model B)	15%
Value for money & commercial terms	15%
Social value, EDI & environmental approach	10%

Timetable & Budget

Issue date: 23rd July 2025

Clarification deadline: 12th August 2025

Submission deadline: 22nd August 2025

Interviews (if required): w/c 1st September 2025

Contract award: 14th September 2025

Phase 2 delivery window: October 2025 – August 2026

Budget:

- For Model A, we anticipate a total envelope of **£30,000** covering professional fees and agreed expenses.

- For Model B, the budget applies to core deliverables; product development costs/revenue-share to be negotiated.

Contract & Governance

The successful bidder will contract with Battersea Arts Centre under our standard professional services agreement, incorporating IP, confidentiality, data-protection and revenue-share clauses where applicable. They will report to the Head of Finance and work closely with the Systems & Innovation Manager.

Submission & Contact

Please email your proposal (PDF) to **rozzyk@bac.org.uk** by 22nd August 2025 with the subject line **"BAC Tech Innovation Partner Tender – [Company Name]"**.