



FOR COACHING FIRM'S



RFP Readiness Kit

Everything a coaching firm needs to answer procurement's toughest questions and win the enterprise contract.

INTRODUCTION

Why This Kit Exists

Enterprise and public sector buyers don't just evaluate your coaches — they evaluate your infrastructure. Before a contract is signed, your procurement contact will ask about data security, compliance, reporting, and platform reliability. Firms that can't answer quickly lose momentum, sometimes the deal.

"I need to make sure I have my platform picked before the contract finalizes."

— Sara, Elevating Leadership

This kit exists so that question never slows you down again. Work through it once, and you'll have answers ready for every RFP that lands on your desk.

SECTION 1

The Procurement Compliance Checklist

Public sector and enterprise procurement teams ask a predictable set of questions. Use this checklist to confirm you can answer each one — and note where Delenta already gives you the documentation to submit.

- ☐ **Data protection & GDPR**
Where is client data stored, and how is it protected?
- ☐ **ISO certification**
Does your platform (or platform partner) hold ISO 27001 or equivalent?
- ☐ **Data residency**
Can data be hosted in the region the buyer requires (e.g. UK/EU only)?
- ☐ **Access controls**
Who can see coachee data, and how are permissions managed?
- ☐ **Data retention & deletion**
What happens to session data and notes at contract end?
- ☐ **Sub-processor transparency**
Can you name every third party that touches client data?
- ☐ **Business continuity**
What's the platform's uptime record and incident response process?
- ☐ **Reporting & audit trail**
Can you produce usage and engagement data on request?

Delenta customers: your data residency, GDPR, and security documentation is available on request ask your Delenta contact for the current compliance pack before you submit.

SECTION 2

The Tech Stack Statement

Most RFPs include a line like “describe the technology platform supporting your coaching delivery.” Rather than writing this from scratch under deadline, fill in the template below once and reuse it.

“Our coaching engagements are delivered and managed through **[PLATFORM NAME]**, which provides secure scheduling, session documentation, and coachee data management for our network of **[NUMBER]** coaches operating across **[REGIONS/COUNTRIES]**. The platform is **[ISO/GDPR/DATA RESIDENCY STATEMENT]**, and supports real-time engagement and outcome reporting so your program sponsors have visibility into participation and impact throughout the engagement. Session data is retained according to **[RETENTION POLICY]** and can be exported or deleted at contract close.”

Fill in the brackets once, save it in your proposal library, and it's ready to drop into your next submission.

SECTION 3

The ROI & Reporting One-Pager

Corporate sponsors aren't just buying coaching hours they're buying evidence they can take back to their own leadership. “Your corporate clients want ROI data. Can you give it to them in real time?” is now a standard procurement question, and firms that can answer it stand out immediately.

What to have ready

- Engagement metrics** — sessions completed, attendance rate, active coachee count
- Coachee progress** — goals set vs. goals achieved, self-reported development areas
- Program-level reporting** — a sponsor-facing view that doesn't expose individual session content
- Cadence** — how often you can produce a report (real-time dashboard vs. monthly export)
- Confidentiality boundary** — a clear line on what's aggregated vs. what stays private to the coachee

If you can show a live dashboard rather than a static PDF, lead with that — it signals maturity that a manual spreadsheet process can't match.

SECTION 4

Sample RFP Response Language

Use these as starting points, not final copy—adapt the specifics to your firm before submitting.

On platform reliability

Our coaching program is supported by a dedicated platform that manages scheduling, secure documentation, and reporting end-to-end, removing manual administrative risk from the engagement.

On data security

All coachee data is stored and processed in accordance with GDPR requirements, with data residency options available to meet client-specific regional requirements.

On reporting

Program sponsors receive access to aggregated engagement and progress reporting throughout the engagement, enabling real-time visibility into program impact without compromising coachee confidentiality.

On scalability

Our platform infrastructure supports coaching delivery across [X] countries and can scale coach onboarding and program administration without adding operational overhead.

SECTION 5

Bring Delenta Into the Conversation

You don't have to answer the technology section of an RFP alone. Delenta has joined customer RFP conversations directly as a technology partner — providing compliance documentation, answering procurement's technical questions, and giving your bid the credibility of a purpose-built platform behind it.

What that can look like

- A short technical annex, co-branded or Delenta-authored, that you attach to your submission
- Delenta joining a live call with the buyer's procurement or IT team to answer platform questions directly
- Compliance documentation (GDPR, ISO, data residency) provided directly to the buyer on request

If you're bidding on an enterprise or public sector contract in the next few months, tell your Delenta contact — the earlier we're looped in, the more useful we can be.

Bidding on an enterprise coaching contract?

Your procurement team will ask about your tech stack. We'll join your next RFP conversation as your tech partner.

Reply or reach out to your Delenta contact to get started.



5-200+

Coach rosters of any size managed on one platform from boutique teams to enterprise networks.



Enterprise grade

Security and compliance built in from day one



Laure Fraval
President of ICF UK



"Our goal was to find a partner that understood not just technology, but the spirit of coaching. Delenta's team worked hand-in-hand with us not as a vendor, but as a true partner in impact"



100,000+

Trusted by coaching firms serving Fortune 500 & public sector



200,000+

Sessions tracked with AI-generated insights and sponsor-ready reports, automatically.

[BOOK A CONVERSATION](#)

Delenta brings coaching delivery, programme management and coaching intelligence together, helping providers manage engagements, track progress and turn coaching activity into meaningful, sponsor-ready insights.

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