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Tender

## **Housing & Homeless Support Services for Midlothian 2024-29**

Midlothian Council

F02: Contract notice

Notice identifier: 2024/S 000-000286

Procurement identifier (OCID): ocds-h6vhtk-0422b6

Published 5 January 2024, 8:56am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Midlothian Council

Midlothian House, Buccleuch Street

Dalkeith

EH22 1Dn

#### **Contact**

Barbara Foxwell

#### **Email**

[procurement@midlothian.gov.uk](mailto:procurement@midlothian.gov.uk)

#### **Telephone**

+44 1312707500

#### **Country**

United Kingdom

**NUTS code**

UKM73 - East Lothian and Midlothian

**Internet address(es)**

Main address

<http://www.midlothian.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00336](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00336)

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<http://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<http://www.publiccontractsscotland.gov.uk>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

Other activity

## Housing & Homeless Support Services

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### **Section II: Object**

#### **II.1) Scope of the procurement**

##### **II.1.1) Title**

Housing & Homeless Support Services for Midlothian 2024-29

Reference number

MID/23/78

##### **II.1.2) Main CPV code**

- 85000000 - Health and social work services

##### **II.1.3) Type of contract**

Services

##### **II.1.4) Short description**

Midlothian Council welcomes expressions of interest and questions from suitably experienced organisations interested in providing Housing Tenancy Support, Housing Management Services, and Housing First Services.

This is with a view to service redesign and shaping our Housing and Homeless Support services over the next 5 years for 2024-2029 to ensure best value for money services that meet the requirement of our service users.

The intention is to publish a tender opportunity on Public Contracts Scotland (PCS) on 04 January 2024, as three separate contract lot opportunities.

The indicative/estimated yearly budget for all 3 Lot services combined is approximately 2.5M GBP, and a lifetime contracts value of 12.5M GBP over the potential 5 year period. This is only an indicative budget at this stage, and is subject to review and confirmation, so this value may be different in the later published ITT.

Please see the attached PDF documents for further detail.

##### **II.1.5) Estimated total value**

Value excluding VAT: £12,500,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

It is unlikely and not anticipated lots will later be combined, however the Council reserves the right to do this in exceptional circumstances.

## **II.2) Description**

### **II.2.1) Title**

Temporary Homeless Accommodation Management & Support

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 70333000 - Housing services
- 85000000 - Health and social work services
- 85311000 - Social work services with accommodation

### **II.2.3) Place of performance**

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

Midlothian

### **II.2.4) Description of the procurement**

Lot 1 – Temporary Homeless Accommodation Management & Support

\* Providing on-site day to day management of each of the Councils supported accommodation units 24 hours a day, 365 days a year.

\* Providing person focused support centred around trauma, being informed, empowerment, partnership, collaboration, and cultural sensitivity. This person centred support will be provided to residents in supported accommodation. Ensuring immediate support needs are identified and met. Ensuring people have the skills required to live independently.

\* Working in partnership with other services to ensure wider/non-housing support is accessible to those in need.

\* Ensure accommodation meets the requirements of the Temporary Accommodation Standards Framework.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract(s) cover the period 1st April 2024 to 31st March 2027 with option to extend for a further 2 years, as a year-on-year extension. Any extension to the contract(s) will be subject to the quality of the delivery of the current service and in agreement with the successful

tenderer(s). Midlothian Council reserves the right not to take up extensions where service delivery is not met.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

Refer to attached documentation:-

(MID-23-78) Housing Support Services - PIN (Published 08-DEC-2023).pdf

(MID-23-78) Appendix 1 - Background Information (Published 08-DEC-2023).pdf

## **II.2) Description**

### **II.2.1) Title**

Tenancy Support Services

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 70333000 - Housing services
- 85000000 - Health and social work services
- 85311000 - Social work services with accommodation

### **II.2.3) Place of performance**

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

Midlothian

### **II.2.4) Description of the procurement**

Lot 2 – Tenancy Support Services

- \* To provide a comprehensive and effective Tenancy Support service to people transitioning from supported accommodation to their own self-contained property.
- \* Provide support to those referred to the service to prevent homelessness from occurring.
- \* Provide support to those referred to the service to help set-up and establish a new tenancy.
- \* Provide support to those referred by the rents team who are at risk of escalating action as a result of rent arrears.
- \* Provide support to people to access wider/non-housing support that will help enable tenants with managing a tenancy, and support tenants to understand their rights and responsibilities that apply to the tenancy agreements.
- \* Promote tenancy sustainment to support the wellbeing of Midlothian residents and sustainment of Midlothian communities.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract(s) cover the period 1st April 2024 to 31st March 2027 with option to extend for a further 2 years, as a year-on-year extension. Any extension to the contract(s) will be subject to the quality of the delivery of the current service and in agreement with the successful

tenderer(s). Midlothian Council reserves the right not to take up extensions where service delivery is not met.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Refer to attached documentation:-

(MID-23-78) Housing Support Services - PIN (Published 08-DEC-2023).pdf

(MID-23-78) Appendix 1 - Background Information (Published 08-DEC-2023).pdf

### **II.2) Description**

#### **II.2.1) Title**

Housing First

Lot No

3

#### **II.2.2) Additional CPV code(s)**

- 70333000 - Housing services
- 85000000 - Health and social work services
- 85311000 - Social work services with accommodation

#### **II.2.3) Place of performance**

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

Midlothian



## **II.2.4) Description of the procurement**

### **Lot 3 – Housing First**

\* To provide support to people with a history of long-term/repeated homeless whose experience of homelessness is compounded by additional multiple/complex support needs. To successfully setup and sustain permanent accommodation preventing future instances of homelessness.

\* To provide support using a model which adopts a person-centred approach focusing on 'stickability' rather than short term interventions.

Populations in need:

### **HOMELESS CASES/SUPPORTED ACCOMODATION**

\* In each of the last three years Midlothian Council completed the following number of homeless assessments 2020/21, 2021/22, 2022/23.

\*Midlothian Council has eight supported accommodation units with a total capacity of 123 rooms.

\* Over the last three years the average number of people resident in supported accommodation is 74 (as a snapshot on the last day of each quarter).

\* As of 30th March 2023, there were 626 open homeless cases in Midlothian.

\* During 2022/23 291 permanent council tenancies were allocated to homeless households in Midlothian.

### **Housing First Demand**

### **ARREARS STAGE**

\* During 2022/23 296 council tenants reached the pre-court checks stage of the arrears process. Many of which may result in a referral to the tenancy support service to ensure compliance with legislation.

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract(s) cover the period 1st April 2024 to 31st March 2027 with option to extend for a further 2 years, as a year-on-year extension. Any extension to the contract(s) will be subject to the quality of the delivery of the current service and in agreement with the successful

tenderer(s). Midlothian Council reserves the right not to take up extensions where service delivery is not met.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Refer to attached documentation:-

(MID-23-78) Housing Support Services - PIN (Published 08-DEC-2023).pdf

(MID-23-78) Appendix 1 - Background Information (Published 08-DEC-2023).pdf

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As per ITT/SPD documentation.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

As per ITT/SPD documentation.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

As per SPD/ITT documentation.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As per ITT.

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

## **IV.2) Administrative information**

### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-036193](#)

### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

5 February 2024

Local time

12:00pm

### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

### **IV.2.7) Conditions for opening of tenders**

Date

5 February 2024

Local time

12:00pm

Place

Online (PCS)

Information about authorised persons and opening procedure

Midlothian Council qualified procurement staff.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.3) Additional information**

Refer to attached documentation:-

(MID-23-78) Housing Support Services - PIN (Published 08-DEC-2023).pdf

(MID-23-78) Appendix 1 - Background Information (Published 08-DEC-2023).pdf

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=752982](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=752982).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Please refer to the following ITT schedules:

Schedule 13A - Community Benefits Instructions

Schedule 13B - Community Benefits Submission.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Please refer to the following ITT schedules:

Schedule 13A - Community Benefits Instructions

Schedule 13B - Community Benefits Submission.

(SC Ref:752982)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=752982](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=752982)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

### **VI.4.2) Body responsible for mediation procedures**

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom