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Tender

## **Ranked Framework East Renfrewshire Council Employability Support Services Five Stage Pipeline Approach**

East Renfrewshire Council

F02: Contract notice

Notice identifier: 2022/S 000-001209

Procurement identifier (OCID): ocids-h6vhtk-030b52

Published 14 January 2022, 3:35pm

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

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

East Renfrewshire Council

Eastwood HQ, Eastwood Park,

Giffnock

G46 6UG

#### **Email**

[may.harvey-welsh@eastrenfrewshire.gov.uk](mailto:may.harvey-welsh@eastrenfrewshire.gov.uk)

#### **Telephone**

+44 1415773669

#### **Country**

United Kingdom

**NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00183](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00183)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Ranked Framework East Renfrewshire Council Employability Support Services Five Stage Pipeline Approach

Reference number

ERC000016

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

- 80000000 - Education and training services

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

Services

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

Work EastRen, as part of the Council's Economic Development and Inclusive Growth team, are Council's employability service, wishes to engage and establish a framework with external service providers who will provide a wide range of pre/vocational training interventions that will assist residents of East Renfrewshire (aged 16+) to overcome barriers to employment, training and learning opportunities and assist them to achieve their training, employment and career and job aspirations.

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

Value excluding VAT: £3,200,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

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

Engagement and Barrier Removal Services

Lot No

1

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

- 800000000 - Education and training services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

East Renfrewshire

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

Working in partnership, we are seeking a range of diverse interventions to effectively engage with those furthest from the labour market, supporting individuals with multiple and often complex support needs.

Services being procured will include support to address personal attributes that prevent people from considering work as an option. This includes motivation, confidence, personal development, one to one support, mentoring, group work, core skills, health, wellbeing and financial support interventions. It is envisaged that some structured, accredited and project based activities will also be required.

This Lot covers the spectrum of activities at Stages 1 and 2 of the Employability Pipeline the table below provides a more detailed overview of Lot 1 explaining the types of services required.

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

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Working Practices / Weighting: 5

Quality criterion - Name: Roles and Responsibilities / Weighting: 25

Quality criterion - Name: Management Approach / Weighting: 12

Quality criterion - Name: Value For Money Added Value / Weighting: 12

Quality criterion - Name: Continuous Improvement / Weighting: 6

Quality criterion - Name: Procedure / Weighting: 6

Quality criterion - Name: Regional Approaches / Weighting: 10

Quality criterion - Name: Employability Case Study / Weighting: 8

Quality criterion - Name: Equality Diversity and Inclusion / Weighting: 4

Quality criterion - Name: Environment Sustainability / Weighting: 2

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £640,000

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

Duration in months

48

This contract is subject to renewal

No

#### **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**

Quality weighting above are sub weighting and the overall weighting for quality is 60.

As per the procurement regulations from 1 January 2022 there is a need to include VAT where applicable when calculating the estimated value of contracts please refer to tender information pack on PCSt for all values including and excluding VAT

## **II.2) Description**

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

Vocational Training and Work Related Skills

Lot No

2

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

- 800000000 - Education and training services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

East Renfrewshire

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

The focus of this Lot will be to improve the core, functional and vocational skills of individuals and presentation of skills for those seeking to enter employment. The activities within this lot will be based on client demand to provide a structured approach to training and work experience enabling individuals to gain employability competencies and where relevant occupationally focused certification. This Lot covers the spectrum of activities at Stages 3 and 4 of the Employability Pipeline and will enable a tailored pathway to local labour market opportunities.

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

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Working Practices / Weighting: 5

Quality criterion - Name: Roles and Responsibilities / Weighting: 25

Quality criterion - Name: Management Approach / Weighting: 12

Quality criterion - Name: Value For Money Added Value / Weighting: 12

Quality criterion - Name: Continuous Improvement / Weighting: 6

Quality criterion - Name: Procedures / Weighting: 6

Quality criterion - Name: Regional Approaches / Weighting: 10

Quality criterion - Name: Employability Case Study / Weighting: 8

Quality criterion - Name: Equality Diversity and Inclusion / Weighting: 4

Quality criterion - Name: Environment Sustainability / Weighting: 2

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £1,920,000

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

Duration in months

48

This contract is subject to renewal

No

#### **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**

Quality weighting above are sub weighting and the overall weighting for quality is 60.

As per the procurement regulations from 1 January 2022 there is a need to include VAT where applicable when calculating the estimated value of contracts please refer to tender information pack on PCSt for all values including and excluding VAT

## **II.2) Description**

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

Job Brokerage Workbased Qualifications and Progression

Lot No

3

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

- 800000000 - Education and training services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

East Renfrewshire

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

This Lot reflects the increased need for in-work support to help enable previously unemployed people to sustain and progress in employment once the initial transition has been made. It is also important to recognise that many individuals will enter this activity at Stage 5 of the Employability Pipeline having progressed from previous activities delivered at Lots 1 and 2 of the framework.

This lot includes the delivery of Vocational Qualifications, Modern Apprenticeships and other industry recognised training. The provision of employer support job carving, job coaching, health and safety risk assessments after care and other related assistance may also form part of the in work support package to ensure the sustainability of progressions into employment.



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

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Working Practices / Weighting: 5

Quality criterion - Name: Roles and Responsibilities / Weighting: 25

Quality criterion - Name: Management Approach / Weighting: 12

Quality criterion - Name: Value For Money Added Value / Weighting: 12

Quality criterion - Name: Continuous Improvement / Weighting: 6

Quality criterion - Name: Procedures / Weighting: 6

Quality criterion - Name: Regional Approaches / Weighting: 10

Quality criterion - Name: Employability Case Study / Weighting: 8

Quality criterion - Name: Equality Diversity and Inclusion / Weighting: 4

Quality criterion - Name: Environment Sustainability / Weighting: 2

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £640,000

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

Duration in months

48

This contract is subject to renewal

No

### **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**

Quality weighting above are sub weighting and the overall weighting for quality is 60

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

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

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

Minimum level(s) of standards possibly required

To establish the financial standing of a bidder, the Council will:

Take into account a risk report provided independently by Creditsafe. Within such reports, the risk of business failure is expressed as a

score ranging from 1 -100. In the event that a company is determined to have a risk failure rating of below 30 i.e. that the company is

considered to have a high risk of business failure, the submission will not be considered further. Where the score is 30+ the Council will

consider all information available from the report.

Where you are not registered on credit safe e.g. charitable organisations, new start companies and Sole Traders you are to submit 2 years

financial accounts, including Profit & Loss Statement and Balance Sheet for consideration.

It should be noted that in addition to the above checks the Council reserves the right at its

own discretion to seek such other information

from the Applicant in accordance with Regulation 61(7) or Regulation 61(8) of the Public Contracts (Scotland) Regulations 2015 to

determine the Applicant's economic and financial standing. The final decision on bidder inclusion rests with the Council.

The successful tender will be expected to maintain a Creditsafe level of 30+ throughout the contract period. The offer of any extension to

the contract will be dependent on an acceptable crediting rating of 30+. The council reserve the right to terminate the contract should the

financial standing decline to an unacceptable level.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe

and it is your responsibility to ensure that the information held by Credit Safe is accurate and up to date - failure to do so will result in

rejection of your submission.

The Council also may use the SPD (Scotland) questions under Part IV. Section B to assess bidders' financial standing. If used, further

information can be found in the Contract Notice.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe

and it is your responsibility to ensure that the information held by Credit Safe is accurate and up to date - failure to do so will result in

rejection of your submission.

The Council also may use the SPD (Scotland) questions under Part IV. Section B to assess bidders' financial standing. If used, further

information can be found in the Contract Notice.

It should be noted that the maximum business that can be passed to a sub-contractor or members of a consortia under this contract cannot

be more than 50% of their annual turnover. The council reserves the right to request evidence of the other SPD areas in relation to the

selection criteria of suitability, economic and financial standing and quality assurance schemes and environmental management standards.

For the avoidance of doubt where a subcontractor or participants of a group who meet the compulsory exclusions grounds shall be replaced

at the request of the Council and the Council may request the replacement where the discretionary exclusion grounds are met.

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

Minimum level(s) of standards possibly required

Delivery of industry recognised certificated training in a variety of approaches and settings. This may range from short bite size interventions, one day courses or longer interventions linked to an in work training plan.

Lot 2 - Delivery of accredited core skills to a minimum of SCQF level 4. for example Units (for example)

Building Own Employability Skills

Communication

Numeracy

Information and Communication Technology

Personal Development: Practical Abilities

Problem Solving

Working with Others

Responsibilities of Employment

Working Safely

Work Placement

Lot 3 - Delivery of S/NVQ qualifications. First Aid

Food Hygiene (REHIS)

Health and Safety

Manual Handling

Fork Lift Truck

CSCS

Use of Plant and Power Tools Etc...

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

#### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

Date

15 February 2022

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: 6 (from the date stated for receipt of tender)

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

Date

15 February 2022

Local time

12:00pm

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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Bidders should note that all questions relevant to this exercise should be posted using the Message Board facility for this project.

Please ensure that all documentation is read thoroughly.

Please note that the dates on this notice are indicative and subject to change.

All values indicated are indicative figure only and no guarantee is given with regard to the Council's overall uptake of any resulting

contract.

Bidders are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing

time and date to avoid any last minute problems.

East Renfrewshire Council reserves the right inline with Regulation 72 of the Public Contracts (Scotland) Regulations 2015, to modified

any awarded contract without a new procurement procedure.

This is a ranked framework A maximum of 4 contractors will be appointed to lots 1 2 3. The contractor ranked 1st will be given the opportunity to provide the service required. Where the contractor ranked 1st is unable to meet the requirements then the opportunity will be offered to the 2nd ranked supplier and so on. There will be no guarantee given with regard to the Council's overall uptake of any resulting Framework.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19883. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

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:

#### Question Description

Community Benefits will apply where bidders have been received over the year a total value of work exceeding 50,000 GBP. At the end of each financial year a review of the level of work commissioned will be conducted to determine number of community benefits points that will apply. The supplier will be contacted to agree the community benefit outcomes and delivery method

At this point tenderers are to confirm that they agree to the delivery of community benefit outcomes and provide the contact details of the individual who will be responsible for the delivery of any agreed outcomes. Bidders should be aware that failure to agree outcomes and delivery method may impact on the work commissioned through the framework for the following years

More information can be found in attached supplier guidance document.. Please complete Community Benefits Method Statement attached .

#### Community Benefits Wish List

The community benefits wish list has been developed to allow communities to make requests directly to companies working in East Renfrewshire. Local communities or organisations can submit a request for specific help via our online Community Benefits wish list form.

Suppliers are actively encouraged to review the Community Benefits wish list and note within their ITT response if they are able to meet any of the requests noted by our community groups.

A link to the community benefits wish list can be located via the following website page:

<https://www.eastrenfrewshire.gov.uk/procurement>

(SC Ref:679504)



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

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

Paisley Sheriff Court and Justice of the Peace Court

St James Street

Paisley

PA3 2HW

Email

[paisley@scotcourts.gov.uk](mailto:paisley@scotcourts.gov.uk)

Telephone

+44 1418875291

Country

United Kingdom

Internet address

[www.scotcourts.gov.uk/the-courts/court-locations/paisley-sheriff-court-and-justice-of-the-peace-court](http://www.scotcourts.gov.uk/the-courts/court-locations/paisley-sheriff-court-and-justice-of-the-peace-court)