

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001214-2022>

Planning

Direct Payment Support Services Market Engagement

Essex County Council

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-001214

Procurement identifier (OCID): ocids-h6vhtk-030b57

Published 14 January 2022, 4:09pm

Section I: Contracting authority

I.1) Name and addresses

Essex County Council

County Hall, Market Road

Chelmsford

CM1 1QH

Contact

Ms Rachel Horne

Email

rachel.horne@essex.gov.uk

Telephone

+44 3330322307

Country

United Kingdom

NUTS code

UKH3 - Essex

Internet address(es)

Main address

<https://www.essex.gov.uk/>

Buyer's address

<https://procontract.due-north.com/>

I.3) Communication

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

<https://procontract.due-north.com/>

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Direct Payment Support Services Market Engagement

Reference number

DN581675

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

In preparation for a proposed forthcoming procurement opportunity to provide support to people to manage a direct payment, Essex County Council ("the Council") would like to invite prospective providers to engage in a soft market test as part of the market engagement for this project.

The soft market test has been designed to establish the potential level of interest from organisations to deliver a Direct Payment Support Service (DPSS) and to invite feedback on the proposed structure of the DPSS service to inform the Council's commissioning intentions.

Pending a review of the market feedback from this soft market test, the Council proposes to commission a DPSS service which incorporates the following support:

1. Payroll and Account Management
2. A single Personal Assistant (PA) support hub which incorporates a PA register alongside support for direct payment clients who are seeking to employ a PA, including support with recruitment, training, management and incentives to retain a PA
3. A dedicated Direct Payment Information and Advice Service & an Employment Advice and Guidance Service
4. A pre-paid card option to manage direct payments

5. A digital solution to manage direct payments

The Council may seek to engage with multiple providers to deliver all or parts of these services in order to create choice for people who will access the services.

In addition, the Council may structure the procurement opportunity so that multiple providers deliver all the core aspects of the service. However, the Council reserves the right to refine the scope of this procurement following the market engagement for this project. The final scope of the procurement including the use of lots and the applicable tender submission deadline will be published in the corresponding Contract Notice prior to the formal launch of the procurement opportunity.

Further details of the Council's current commissioning intentions for this service and a copy of the online soft market test questionnaire can be accessed via the Council's e-tendering portal: <https://procontract.due-north.com/>

Please note that you will need to undertake the registration process to secure a user account to access the soft market test questionnaire on ProContract. However, please be advised that the registration process is free of charge and provides access to all the current and forthcoming procurement opportunities for Essex County Council alongside several other public sector organisations.

Please note that the deadline for the soft market test responses will be Friday 4th February 2022 at 17:00 and all responses must be submitted via the messaging facility in ProContract.

II.1.6) Information about lots

This contract is divided into lots: Yes

II.2) Description

II.2.1) Title

Payroll and Account Management

Lot No

1

II.2.2) Additional CPV code(s)

- 85321000 - Administrative social services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council.

II.2) Description

II.2.1) Title

Personal Assistant Support Hub

Lot No

2

II.2.2) Additional CPV code(s)

- 85321000 - Administrative social services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council.

II.2) Description

II.2.1) Title

Direct Payment Information and Advice Service & Employment Advice and Guidance

Lot No

3

II.2.2) Additional CPV code(s)

- 85321000 - Administrative social services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council.

II.2) Description

II.2.1) Title

Pre-paid card service to manage direct payments

Lot No

4

II.2.2) Additional CPV code(s)

- 85321000 - Administrative social services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and

reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council.

II.2) Description

II.2.1) Title

Digital solution to manage direct payments

Lot No

5

II.2.2) Additional CPV code(s)

- 85321000 - Administrative social services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council.

II.3) Estimated date of publication of contract notice

31 May 2022

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: No

Section VI. Complementary information

VI.3) Additional information

Prospective bidders are advised that the Council will finalise the scope of the forthcoming procurement opportunity following the conclusion of the market engagement stage and reserves the right to amend the scope of this service accordingly. For the avoidance of any further doubt, please be advised that the inclusion of any lots within this PIN are provided for indicative purposes only due to the requirements of the online form and remain subject to confirmation by the Council. Likewise, the inclusion of any dates for the proposed procurement opportunity are provided for indicative purposes only and the Council reserves the right to amend this information following confirmation of the procurement timetable for this project. Full details of the structure of this procurement and associated timetable will be detailed within the corresponding Contract Notice in due course.

Further details regarding the current commissioning proposals for this service alongside a copy of the soft market test questionnaire can be accessed via the Council's e-tendering portal:

<https://procontract.due-north.com/>