

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001560-2021>

Tender

## 2021-43 Community Link Workers Service

West Dunbartonshire Council

F02: Contract notice

Notice identifier: 2021/S 000-001560

Procurement identifier (OCID): ocds-h6vhtk-028d6e

Published 26 January 2021, 3:56pm

### Section I: Contracting authority

#### I.1) Name and addresses

West Dunbartonshire Council

16 Church Street

Dumbarton

G82 1QL

#### Contact

Suzanne Callaghan

#### Email

[suzanne.callaghan@west-dunbarton.gov.uk](mailto:suzanne.callaghan@west-dunbarton.gov.uk)

#### Telephone

+44 1389737000

#### Country

United Kingdom

**NUTS code**

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

**Internet address(es)**

Main address

<https://www.west-dunbarton.gov.uk/business/suppliers/procurement/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00153](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00153)

**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.publictenderscotland.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.publictenderscotland.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

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

**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**

2021-43 Community Link Workers Service

Reference number

2021-43, Project 17584

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

- 85000000 - Health and social work services

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

Services

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

West Dunbartonshire Council and The Health and Social Care Partnership Service (WDHSCP) wish to tender a requirement for a Community Link Workers Service to be delivered throughout the West Dunbartonshire Council geographical region. The service will be delivered in partnership with GP Practices, WD HSCP and the successful provider who will have experience and knowledge of delivering services to people who may be experiencing complex social circumstances.

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

Value excluding VAT: £2,264,910

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Main site or place of performance

Various GP Practices throughout the West Dunbartonshire geographical region.

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

West Dunbartonshire Council, whose service delivery is carried out by West Dunbartonshire Health and Social Care Partnership (WDHSCP), “the Council”, seeks to appoint “the Provider” to develop a “Community Link Workers Service” which will be provided within GP Practices or hubs across West Dunbartonshire to support people to live well through strengthening connections between community resources and primary care.

The Council strategic commissioning outcomes reflect the commitment to the safety and protection of the most vulnerable people within its care and within the wider communities. The Council integrated approach to service delivery across community health and care, as well as third sector providers, aims to deliver effective and targeted specialist services to support safe, strong and involved communities. The Provider will deliver the Service Specification to meet Council requirements.

The aim of the Service is to support people to live well through strengthening connections between community resources and primary care. Also to provide a person-centred service that is responsive to the needs and interests of Service Users registered with a GP Practice within the West Dunbartonshire geographical area.

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

Quality criterion - Name: Cost / Weighting: 2.8

Quality criterion - Name: Quality / Weighting: 35

Quality criterion - Name: Specification / Weighting: 24.5

Quality criterion - Name: Social Benefits / Weighting: 7

Quality criterion - Name: Fair Working Practices / Weighting: 0.7

Price - Weighting: 30

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

Value excluding VAT: £2,264,910

**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

Option to extend on a further 3 occasions of up to 12 months on each occasion

**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

---

## **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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2016.

If required by the member state, bidders are required to be enrolled in the relevant professional or trade registers within the country in which they are established.

The Service Provider and Community Link Workers will be expected to adhere to the Code of Practice for Employers of Social Prescribing Link Workers and Social Prescribing Link Workers:

[https://www.connectlink.org/wp-content/uploads/2019/06/Released\\_NALW\\_Code-of-Practice-for-employers-of-social-prescribing-link-workers-and-social-prescribing-link-workers\\_12-June-2019.pdf](https://www.connectlink.org/wp-content/uploads/2019/06/Released_NALW_Code-of-Practice-for-employers-of-social-prescribing-link-workers-and-social-prescribing-link-workers_12-June-2019.pdf)

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

Minimum level(s) of standards possibly required

With reference to SPD (Scotland) Question Reference 4B.1.1 & 4B.2.1:

Turnover – The bidder must demonstrate an annual turnover for each of the two previous years of greater than or equal to the annual value of contract on offer.

With reference to SPD (Scotland) Question Reference 4B.4:

Ratios – a Pass in any two of the three ratios as an overall Pass for Economic and Financial standing.

- (Ratio 1) Acid Test – (Current Assets-stock)/Current Liabilities. To pass the Acid Test Ratio question the bidder must have a score of greater than 1.

- (Ratio 2) Return on Capital Employed % - Profit/Capital employed. To pass this question the Council require the bidder to score a positive figure/Percentage.

- (Ratio 3) Current Ratio – Current Assets/Liabilities. To pass this question the Council require the bidder to achieve a score of greater than 1.

WDC will use template WD09 – WDC Financial Vetting Questionnaire, it is recommended that the bidder review their own ratio scores in advance of submitting their response. In the event that the bidder does not meet the financial criteria for consideration but has a parent company that does, the bidder may still be eligible for consideration where their response is supported by a Parent Company Guarantee WD04 – Parent Company Guarantee refers. Should, after review of the financial evaluation, the bidder fails then, the bidder's response may be rejected.

With reference to SPD (Scotland) Question Reference 4B.5.1 and 4B.5.2:

It is a requirement of this Contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the insurance levels listed below.

Q4B5.1

- Employers Liability Insurance – 10 million GBP

Q4B5.2

- Public Liability Insurance – 10 million GBP

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

Minimum level(s) of standards possibly required

With reference to SPD (Scotland) Question Reference 4C.1.2:

Bidders will be required to provide 2 examples that demonstrate that they have the relevant experience and capacity to deliver the Contract. These examples will be for projects which are similar to West Dunbartonshire Council's requirements. The Council reserves the right to contact any or all of the companies provided in the previous examples to ascertain performance, the bidder should ensure that companies listed would be willing to discuss the Bidders performance with the council.

---

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

Date

1 March 2021

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

1 March 2021

Local time

12:00pm

---

## **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**

Only tenderers that pass the following Compliance and Acceptance requirements of the ITT will proceed to the evaluation of quality and cost: Completion of SPD (Scotland),

ITT Evaluation Criteria:

Technical

Total Price

Confidentiality – Confidential Information, Freedom of Information and Data Protection responsibilities as detailed in Terms and Conditions for Goods and Services Clause 17.

Social benefits commitments will form part of the award criteria and will be evaluated. Delivery of committed social benefits will be monitored throughout the contract lifetime.

With reference to SPD (Scotland) Question Reference 2B: Complete information for all company directors, using home address.

Please note that all of these documents must be signed by an authorised signatory and uploaded to PCS-T as part of the tender submission:

1. WD04 Parent Company Guarantee (if required)
2. WD05 Non Collusion Certificate
3. WD07 Certificate of Non-Canvassing

4. WD08 FOI Declaration

5. WD18 Declaration

The following documents must also be completed and uploaded to PCS-T as part of the tender submission:

6. WD09 WDC Financial Vetting Questionnaire

7. WD10 Technical or Professional Capability

8. WD15 Police Scotland Checks

9. WD19 Social Benefits Matrix

The above constitutes tender selection criteria. Failure to respond will result in exclusion from the tender.

With reference to information sharing with Police Scotland, bidders will be required to confirm acceptance to sharing company director's details at preferred bidder's status.

The Most Economically Advantageous Tender will be awarded.

AWARD CRITERIA:

Quality: 70%

- Cost 2.8%

- Quality 35%

- Service/Specification 24.5%

- Social Benefits 7%

- Fair Working 0.7%

Price: 30%

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17584. For more information see:

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 17584.

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:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

Employment, Skills and Training, Health & Wellbeing, Communities and Fair Work.

(SC Ref:641905)

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

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

Dumbarton Sheriff Court and Justice of the Peace Court

Sheriff Court House, Church Street

Dumbarton

G82 1QR

Country

United Kingdom