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Tender

Participation Engagement and Consultation Service

Sheffield City Council

F02: Contract notice

Notice identifier: 2023/S 000-002206

Procurement identifier (OCID): ocds-h6vhtk-039a49

Published 24 January 2023, 4:39pm

Section I: Contracting authority

I.1) Name and addresses

Sheffield City Council

Town Hall, Pinstone Street,

Sheffield

S1 2HH

Contact

Richard Belk

Email

richard.belk@sheffield.gov.uk

Telephone

+44 1142734567

Country

United Kingdom

Region code

UKE32 - Sheffield

National registration number

(GB) 173 5488 38

Internet address(es)

Main address

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

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104130>

I.3) Communication

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

https://uk.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=59323&B=UK

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlentrance_s.asp?PID=59323&B=UK

Tenders or requests to participate must be submitted to 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

Participation Engagement and Consultation Service

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

The Provider shall deliver activities, support and engagement to empower parent and carers of children and young people with special educational needs and/or disability (SEND) to inform the service planning, commissioning, review and delivery, of services for children and young people with SEND in Sheffield. The Provider shall provide a process through which Sheffield City Council People's Service, NHS, Integrated Care Board (ICB) and Sheffield Children's Hospital (SCH) can hear the voice of parents and carers of children and young people with SEND, to support the development of access to timely and quality information, ensuring that families are kept up to date with developments and understand how the organisation has made an impact.

II.1.5) Estimated total value

Value excluding VAT: £135,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKE32 - Sheffield

II.2.4) Description of the procurement

The Provider shall deliver activities, support and engagement to empower parent and carers of children and young people with special educational needs and/or disability (SEND) to inform the service planning, commissioning, review and delivery, of services for children and young people with SEND in Sheffield. The Provider shall provide a process through which Sheffield City Council People's Service, NHS, Integrated Care Board (ICB) and Sheffield Children's Hospital (SCH) can hear the voice of parents and carers of children and young people with SEND, to support the development of access to timely and quality information, ensuring that families are kept up to date with developments and understand how the organisation has made an impact. The contract shall commence on the 1st April 2023 for a period of 3 years, with a break clause at the end of Year 2 subject to availability of funding and provider performance in post against the specification, submitted Method Statements and objectives, outcomes and Key Performance Indicators (KPIs) of the commission.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £135,000

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

Subject to funding approval.

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.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

10 February 2023

Local time

5:00pm

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

10 February 2023

Local time

5:00pm

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.4) Procedures for review

VI.4.1) Review body

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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

VI.4.2) Body responsible for mediation procedures

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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

VI.4.4) Service from which information about the review procedure may be obtained

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

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