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Tender

Employability Services

Scotland Excel

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-004455

Procurement identifier (OCID): ocids-h6vhtk-031803

Published 16 February 2022, 4:45pm

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

socialcare@scotland-excel.org.uk

Telephone

+44 1414888230

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Employability Services

Reference number

0222

II.1.2) Main CPV code

- 79611000 - Job search services

II.1.3) Type of contract

Services

II.1.4) Short description

This Contract Notice is in relation to the national Flexible Dynamic Purchasing System (DPS) for the provision of Employability Services. This DPS reflects the principles set out in Regulation 76 of the Public Contracts (Scotland) Regulations 2015 for the purpose of awarding contracts for social and other specific services, and applies the procedures set out in Regulation 35 (Dynamic Purchasing Systems) with variations.

The services to be provided include those relating to the No One Left Behind (NOLB) strategy. NOLB is a programme of transformation which aims to change the employability system in

Scotland to make it more adaptable, responsive and person-centred.

The scope of services covered under the DPS include, but are not limited to:

- Employability Services including provision of pre-employment and work related education;
- Skills development;
- Training opportunities; and
- Other related support for people of all ages who are unemployed, further from the labour market to support them to move towards and

into work.

There will also be support to help those who are low skilled and on low income to progress in employment.

II.1.5) Estimated total value

Value excluding VAT: £80,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

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

A Council may choose to issue a call for competition (Invitation to Tender (ITT)) within a Service Category, or across multiple Service Categories, depending on the nature of their requirement. Where a Council is issuing an ITT across multiple Service Categories, this will be clearly outlined within the ITT documentation. Such an ITT would be issued to all relevant participants across the Service Categories, as identified by the Council.

II.2) Description

II.2.1) Title

Engagement, Assessment, Action Planning, Case Management and Progression
(including end-to-end Key Worker Support)

Lot No

1

II.2.2) Additional CPV code(s)

- 98200000 - Equal opportunities consultancy services
- 75110000 - General public services
- 75310000 - Benefit services
- 79634000 - Career guidance services
- 80000000 - Education and training services
- 80210000 - Technical and vocational secondary education services

- 80400000 - Adult and other education services
- 80420000 - E-learning services
- 80510000 - Specialist training services
- 80530000 - Vocational training services
- 80531100 - Industrial training services
- 80531200 - Technical training services
- 80532000 - Management training services
- 80533000 - Computer-user familiarisation and training services
- 80533100 - Computer training services
- 80570000 - Personal development training services
- 85312310 - Guidance services
- 79611000 - Job search services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Service Category 1-Engagement, Assessment, Action Planning, Case Management and Progression (including end-to-end Key Worker Support):

Within each Service Category, there are 32 Geographical Service Categories, representing each of the 32 Scottish Councils. Each Candidate must identify the Geographical Service Category/ies within which it is able to provide services relative to the award of contracts under the DPS.

For full information please refer to the Information and Instructions Document within the relevant project on PCS-T.

II.2.7) Duration of the contract or the framework agreement

Duration in months

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) Description

II.2.1) Title

Barrier Removal

Lot No

2

II.2.2) Additional CPV code(s)

- 98200000 - Equal opportunities consultancy services
- 75110000 - General public services
- 75310000 - Benefit services
- 79634000 - Career guidance services
- 80000000 - Education and training services
- 80210000 - Technical and vocational secondary education services
- 80400000 - Adult and other education services
- 80420000 - E-learning services
- 80510000 - Specialist training services
- 80530000 - Vocational training services
- 80531100 - Industrial training services
- 80531200 - Technical training services
- 80532000 - Management training services
- 80533000 - Computer-user familiarisation and training services
- 80533100 - Computer training services
- 80570000 - Personal development training services

- 85312310 - Guidance services
- 79611000 - Job search services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Service Category 2 - Barrier Removal

Within each Service Category, there are 32 Geographical Service Categories, representing each of the 32 Scottish Councils. Each Candidate must identify the Geographical Service Category/ies within which it is able to provide services relative to the award of contracts under the DPS.

For full information please refer to the Information and Instructions Document within the relevant project on PCS-T.

II.2.7) Duration of the contract or the framework agreement

Duration in months

48

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) Description

II.2.1) Title

Vocational & Accredited Activity

Lot No

3

II.2.2) Additional CPV code(s)

- 98200000 - Equal opportunities consultancy services

- 75110000 - General public services
- 75310000 - Benefit services
- 79634000 - Career guidance services
- 80000000 - Education and training services
- 80210000 - Technical and vocational secondary education services
- 80400000 - Adult and other education services
- 80420000 - E-learning services
- 80510000 - Specialist training services
- 80530000 - Vocational training services
- 80531100 - Industrial training services
- 80531200 - Technical training services
- 80532000 - Management training services
- 80533000 - Computer-user familiarisation and training services
- 80570000 - Personal development training services
- 85312310 - Guidance services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Service Category 3 - Vocational & Accredited Activity

Within each Service Category, there are 32 Geographical Service Categories, representing each of the 32 Scottish Councils. Each Candidate must identify the Geographical Service Category/ies within which it is able to provide services relative to the award of contracts under the DPS.

For full information please refer to the Information and Instructions Document within the relevant project on PCS-T.

II.2.7) Duration of the contract or the framework agreement

Duration in months

48

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) Description

II.2.1) Title

Employer Engagement, Advice & Support

Lot No

4

II.2.2) Additional CPV code(s)

- 98200000 - Equal opportunities consultancy services
- 75310000 - Benefit services
- 79634000 - Career guidance services
- 80000000 - Education and training services
- 80210000 - Technical and vocational secondary education services
- 80400000 - Adult and other education services
- 80420000 - E-learning services
- 80510000 - Specialist training services
- 80530000 - Vocational training services
- 80531100 - Industrial training services
- 80531200 - Technical training services
- 80532000 - Management training services
- 80533000 - Computer-user familiarisation and training services
- 80533100 - Computer training services

- 80570000 - Personal development training services
- 85312310 - Guidance services
- 79611000 - Job search services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Service Category 4 - Employer Engagement, Advice & Support

Within each Service Category, there are 32 Geographical Service Categories, representing each of the 32 Scottish Councils. Each Candidate must identify the Geographical Service Category/ies within which it is able to provide services relative to the award of contracts under the DPS.

For full information please refer to the Information and Instructions Document within the relevant project on PCS-T.

II.2.7) Duration of the contract or the framework agreement

Duration in months

48

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.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

SPD 4B.5: Professional Indemnity: GBP2million in the aggregate, Employers Liability: GBP10million each and every claim, Public Liability: GBP5million each and every claim.

SPD 4B.6: A search of the Candidate against Equifax's Protect will not return a Warning/Caution returnable code or any neutral code. The Candidate confirms that it can provide any other document which Scotland Excel considers appropriate to prove to Scotland Excel (acting within its permitted discretion under the applicable public procurement rules) that the Candidate does/would not present an unmanageable risk should it be appointed onto the proposed DPS.

SPD 4A.2: Where the Council requirement necessitates training/qualifications to be accredited/industry recognised, the Candidate must demonstrate that it holds suitable accreditation (or the accreditation of subcontractors) to issue such accreditations or certifications.

This section is continued in Part V1.3 Additional Information of this Contract Notice.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Restricted procedure

IV.2) Administrative information

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

Date

17 March 2022

Local time

12:00pm

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

English

Section VI. Complementary information

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

SPD 4C.1.2: With reference to the nature and details of the supplies/services that are the subject matter of this tender, relevant examples are to be provided of the supplies/services undertaken by the applicant in the last 3 years.

SPD 4C.6: The Candidate must have in place documented policies and procedures demonstrating appropriate vetting of staff and any person involved in the provision of the service in accordance with the applicable law and guidance, including the Protection of Vulnerable Groups (Scotland) Act 2007 ("staff vetting").

SPD 4D.1: The Candidate MUST HOLD a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent). OR A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has and continues to implement a quality management policy that is authorised by their Chief Executive, or equivalent, and is periodically reviewed at a senior management level.

SPD 4D.2: The Candidate MUST HOLD a UKAS (or equivalent), accredited independent third-party certificate of compliance in accordance with ISO 45001 or equivalent). OR A regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent

Full details of the SPD and DPS requirements are available in the Procurement Documents within the relevant project on PCS-T.

Weightings for the award of Contracts for specific procurements will be within a range of 60 to 90 % Technical and 10 to 40 % Commercial.

This Flexible Dynamic Purchasing System (DPS) reflects the principles set out in Regulation 76 of the Public Contracts (Scotland) Regulations 2015 for the purpose of awarding contracts for social and other specific services, and applies the procedures set out in Regulation 35 (Dynamic Purchasing Systems) with variations.

Scotland Excel is a central purchasing body procuring this DPS on behalf of the following contracting authorities (and successor bodies) 32 local authorities in Scotland:

<https://home.scotland-excel.org.uk/about-us/our-members/>

Scotland Excel associate members: https://home.scotland-excel.org.uk/about-us/our-members/?filter_2213=2215 Any integration authority, or other body, established pursuant to the Public bodies (Joint Working) (Scotland) Act 2014.

Any Scottish Registered Social Landlords listed on the public register of the Scottish Housing Regulator:

<http://directory.scottishhousingregulator.gov.uk/Documents/Landlord%20Register.pdf>.

The above is subject to each contracting authority entering into and maintaining a membership agreement or other access agreement with Scotland Excel.

Economic operators may be excluded from this procurement exercise if they are in any of the situations referred to in Regulation 58 of the Public Contract (Scotland) Regulations 2015.

Councils and associate members of Scotland Excel will require information relating to subcontractors as part of their Procurement Documents.

Please find webinar link: <https://youtu.be/pquh6bwYW90>

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 20477. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

Councils and associate members of Scotland Excel may require community benefits. Additional information will be provided in their Tender Documents.

(SC Ref:682190)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Edinburgh

EH1 1RQ

Telephone

+44 314443300

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2015/446) (as amended) may bring proceedings in the Sheriff Court or the Court of Session.