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Tender

## **HCC - Feb 22 - Provision of a Prevention of Homelessness Service for Young People Aged 16 – 25 Years Old**

Hertfordshire County Council

F02: Contract notice

Notice identifier: 2022/S 000-004974

Procurement identifier (OCID): ocids-h6vhtk-031a0a

Published 22 February 2022, 2:34pm

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

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

Hertfordshire County Council

Pegs Lane

HERTFORD

SG13 8DE

#### **Contact**

Beverley Burgess

#### **Email**

[Beverley.Burgess@hertfordshire.gov.uk](mailto:Beverley.Burgess@hertfordshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk)

Buyer's address

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

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

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**Section II: Object**

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

**II.1.1) Title**

HCC - Feb 22 - Provision of a Prevention of Homelessness Service for Young People Aged 16 – 25 Years Old

Reference number

HCC2113293

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

- 85000000 - Health and social work services

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

Services

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

Hertfordshire County Council is currently out to procurement for the Provision of a Prevention of Homelessness Service for Young People Aged 16 – 25 Years Old. Further information regarding this opportunity can be found in II.2.4 and VI.3 below. Organisations wishing to take part in this project are invited to "express interest" which will give access to the full procurement documents in the e-tendering system. Please see VI.3 below for further information. To be considered as a Bidder you must complete and submit a Bid by the deadline of 12:00 Noon on 24.03.2022. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above. Please allow sufficient time to make your return as late returns will not be permitted by the system.

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

Value excluding VAT: £4,833,334

### **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**

Hub Service – Assessment, Advice, Information and Mediation

Lot No

Lot 1

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

- 85000000 - Health and social work services
- 85321000 - Administrative social services
- 98000000 - Other community, social and personal services
- 75123000 - Administrative housing services
- 85312300 - Guidance and counselling services
- 70333000 - Housing services
- 98133100 - Civic betterment and community facility support services
- 75200000 - Provision of services to the community
- 85320000 - Social services

**II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

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

The estimated values stated in II.1.5 and II.2.6 are for the contract period inclusive of the approximate value for extension. For the avoidance of doubt, the estimated annual value of the Contract for this Lot will be approximately £400,000. The Contract Period for this Contract is an initial period of five (5) years with the option to extend for period(s) up to a further twenty (20) months. Therefore, the maximum duration of this Contract could be 6 years 8 months. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Please Note the TUPE Employee Liability Information for this procurement has been provided along with other documentation for this procurement. TUPE related information is personal data and must be protected in accordance with the requirements of Data Protection legislation and must also be kept confidential. Therefore, by accessing this Tender via Supply Hertfordshire and then the View Details button and accessing the documentation for this procurement, Tenderers agree to undertake to treat the information as confidential and commercially sensitive at all times and take all reasonable steps to prevent any inadvertent disclosure to any third party. Tenderers should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Tenderers should seek independent legal advice on the implications of this prior to submitting their Tender, where appropriate.

**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: £2,666,667

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This Contract will be reviewed at the end of the Contract period.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Option to extend the initial Contract period for a further twenty (20) months, at the Council's sole discretion.

#### **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**

Outreach Housing Support Service

Lot No

Lot 2

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

- 85000000 - Health and social work services
- 85321000 - Administrative social services
- 98000000 - Other community, social and personal services
- 75123000 - Administrative housing services
- 85312300 - Guidance and counselling services
- 70333000 - Housing services
- 98133100 - Civic betterment and community facility support services
- 75200000 - Provision of services to the community
- 85320000 - Social services

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

NUTS codes

- UKH23 - Hertfordshire

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

The estimated values stated in II.1.5 and II.2.6 are for the contract period inclusive of the approximate value for extension. For the avoidance of doubt, the estimated annual value of the Contract for this Lot will be approximately £325,000. The Contract Period for this Contract is an initial period of five (5) years with the option to extend for period(s) up to a further twenty (20) months. Therefore, the maximum duration of this Contract could be 6 years 8 months. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Please Note the TUPE Employee Liability Information for this procurement has been provided along with other documentation for this procurement. TUPE related information is personal data and must be protected in accordance with the requirements of Data Protection legislation and must also be kept confidential. Therefore, by accessing this Tender via Supply Hertfordshire and then the View Details button and accessing the documentation for this procurement, Tenderers agree to undertake to treat the information as confidential and commercially sensitive at all times and take all reasonable steps to prevent any inadvertent disclosure to any third party. Tenderers should be aware that due to the nature of the Services provided, any Contract formed as a result of this

procurement process shall be executed as a deed. Tenderers should seek independent legal advice on the implications of this prior to submitting their Tender, where appropriate.

#### **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: £2,166,667

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This Contract will be reviewed at the end of the Contract period.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

Option to extend the initial Contract period for a further twenty (20) months, at the Council's sole discretion.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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

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

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents



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## **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: No

### **IV.2) Administrative information**

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

Date

24 March 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

24 March 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 invoicing will be accepted

Electronic payment will be used

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

Please note Hertfordshire County Council has worked closely with its districts and partners to create a joint procurement portal called supply Hertfordshire. This portal provides an e-Tendering system which is run by In-Tend. To access this procurement opportunity please visit <https://in-tendhost.co.uk/supplyhertfordshire/asp/Home> and follow the on-screen guidance. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. Any clarifications regarding this opportunity must be raised through Correspondence area in the eTendering system. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.co.uk](mailto:support@in-tend.co.uk) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00. The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and remain financially viable to fulfil the requirements under the Contract. The services advertised in this notice fall under the services listed in Annex XIV to Directive 2014/24/EU of the European Parliament and of the Council and the contracting authority is not obliged to follow The Public Contracts Regulations 2015 in full. The procurement

process that will apply to the services is specified in the procurement documents accordingly.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 20794760000

Country

United Kingdom

##### **VI.4.2) Body responsible for mediation procedures**

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 20794760000

Country

United Kingdom

##### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before a Contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.

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

Chief Legal Officer

Hertfordshire County Council, County Hall

Hertford

SG13 8DE

Country

United Kingdom