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Tender

## **Respite Services for Adults with Learning Disabilities (Red Rose House)**

North Ayrshire Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2023/S 000-005217

Procurement identifier (OCID): ocds-h6vhtk-03a74a

Published 21 February 2023, 4:13pm

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

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

North Ayrshire Council

Cunninghame House, Friars Croft

Irvine

KA12 8EE

#### **Email**

[lynsey.bennett@north-ayrshire.gov.uk](mailto:lynsey.bennett@north-ayrshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM93 - East Ayrshire and North Ayrshire mainland

**Internet address(es)**

Main address

<http://www.north-ayrshire.gov.uk>

Buyer's address

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00337](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00337)

**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**

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**

Respite Services for Adults with Learning Disabilities (Red Rose House)

Reference number

NAC/5131

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

- 85311000 - Social work services with accommodation

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

Services

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

North Ayrshire Council are seeking to appoint a suitably qualified service provider who can deliver respite services for adults with learning disabilities within the North Ayrshire area.

The service will operate from a purpose-built, eight bedded house at Red Rose House, Stevenson.

The contract will be for a period of 3 years with the option to extend for a up to a further 36 months.

The contract will be let under North Ayrshire Council's Terms and Conditions of Contract for Health and Social Care Services.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 85000000 - Health and social work services

- 85300000 - Social work and related services
- 85310000 - Social work services
- 85311200 - Welfare services for disabled people
- 85312000 - Social work services without accommodation
- 85312100 - Daycare services
- 85320000 - Social services
- 85323000 - Community health services

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

NUTS codes

- UKM93 - East Ayrshire and North Ayrshire mainland

Main site or place of performance

North Ayrshire - Stevenson

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

Core service delivery will provide:

- Respite and short breaks for adults in line with Health and Social Care Standards
- Supporting appropriate transport to access community resources
- Personal support planning and risk assessment for each visitor. This will be updated at the start of each visit and reviewed before the service user's departure
- Personal outcomes will be identified and agreed upon with each service user. Outcome progress will be measured and recorded within individual support plans
- Support with assessed needs, including personal care, emotional and practical support with all aspects of daily living, in a manner that promotes inclusion, choice, and independence for each person
- Support with various health care needs including, but not limited to, Gastrostomy care, Oral suction, CPAP, and BiPAP use where team members are appropriately trained to do so. Where required, other health support needs will be provided in partnership with local health care colleagues, e.g. district nursing service, GP service, CDLT nurses, and use of Emergency services if required

- Medication administration and management
- Access to social, vocational, recreational, and other activities

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

Duration in months

36

#### **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.2.14) Additional information**

The contract may be extended for up to a further 36months.

Bidders may be excluded if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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## **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

Bidders must have a min yearly turnover of 1.5million GBP for the last 3 years in the business area covered by the contract. NAC reserve the right to review the bidder's financial information using Company Watch at tender stage and throughout the contract. If the bidder's financial health score is 25 or less, further information will be requested to ensure the equivalent economic and financial standing is adhered too. If this is not satisfactory, the bidder will be excluded from the process. Bidders who can't meet the required level of turnover will be excluded from the process. Where turnover information is not available, the bidder must state the date which they were set up or started trading.

Bidders must hold, or commit to obtain, the types and levels of insurance listed:  
Employer's (Compulsory) Liability = 10million GBP in respect of any one event, Public Liability = 5million GBP in respect of any one event, Third-Party Motor Vehicle = required for the duration of the contract

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Bidders must be registered with the Care Inspectorate (grade 3 or above) or equivalent.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Form of procedure**

Open procedure

#### **IV.1.10) Identification of the national rules applicable to the procedure**

Information about national procedures is available at:

<http://www.gov.scot/Topics/Government/Procurement>

#### **IV.1.11) Main features of the award procedure**

This procurement is based on the most economically advantageous tender ("MEAT") on the basis of best price and quality ratio, where price is 20% and quality is 80%. Please see PCS-Tender for further information.

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

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

Date

28 March 2023

Local time

12:00pm

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

English

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## **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**

Bidders are required to provide 2 examples of services carried out in the past 3 years that demonstrates they have the relevant experience to deliver the services described in the Contract Notice. The services must be of a similar value, size and scope. Unsatisfactory experience will result in exclusion from the tender process.

Bidders must also provide 2 satisfactory references for the same 2 contracts on the reference templates provided. References should be completed and signed by previous customers for contracts of a similar value, size and scope. If any of the referees score the bidder less than 2 the bidder will be excluded from the tender process.

Completed experience and reference templates must be zipped and uploaded at question 4C.1 of the qualification envelope.

Bidders are required to confirm that they have the following relevant educational and professional qualifications:

- Service Provider's staff: SSSC Registered (or equivalent), PVG checked (or equivalent)

Bidders are required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Bidders who intend to subcontract more than 25% to any individual organisation must ensure the SPD (Scotland) - Subcontractors Supplier Response is completed and uploaded at question 2C.1.

Lots are not being used for this tender for the reason stated below:

- Nature of the contract not suitable for lots
- Delivery of the contract is location specific



## Quality Management Procedures

1. The bidder 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, see attachment at SPD question 4D.1.

## Environmental Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate or the bidder must have a regularly reviewed documented policy regarding environmental management, see attachment at SPD question 4D.2.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23385. 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:

Community benefits will be required on a mandatory basis for:

1. Fair Work: promotion of job opportunities within North Ayrshire; employability targets for specific priority groups.

2. Upskilling (including curriculum development): work experience placements; taster sessions; training opportunities; work within education establishments.

3. Entrepreneurial, Inclusive and Sustainable Economy: monitoring spend within North Ayrshire; with micro, small and medium enterprises; and the Third Sector.

4. Wish List: delivery of community and Third Sector requests for support from the NAC Community Benefit Wish List.

[\(http://northayrshire.community/community-benefits-wishlist-application-form/\)](http://northayrshire.community/community-benefits-wishlist-application-form/)

(SC Ref:720965)

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

**VI.4.1) Review body**

Kilmarnock Sheriff Court

Sheriff Court House, St Marnock Street

Kilmarnock

KA1 1ED

Telephone

+44 1563550024

Country

United Kingdom

Internet address

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