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Tender

National Safeguarders Panel Management Service

Scottish Government

F02: Contract notice

Notice identifier: 2024/S 000-005220

Procurement identifier (OCID): ocds-h6vhtk-03d06d

Published 16 February 2024, 1:21pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

caitlin.frail@gov.scot

Telephone

+44 1412420133

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

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/esop/pts-host/public/pts/web/login.html>

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/esop/pts-host/public/pts/web/login.html>

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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

National Safeguarders Panel Management Service

Reference number

659079

II.1.2) Main CPV code

- 85311300 - Welfare services for children and young people

II.1.3) Type of contract

Services

II.1.4) Short description

The requirement is for the operation and management of a National Panel of Safeguarders known as the 'Safeguarders Panel'.

Safeguarders are appointed by children's hearings or sheriffs where there is a requirement to safeguard the interests of the child in the proceedings. The Safeguarder provides the hearing and/or court with an independent assessment of what is in the child's best interest.

Safeguarders are independent from all other agencies involved in the Children's Hearings System and that independence of practice is a crucial aspect of the role. They are appointed by the Scottish Ministers. Portfolio responsibility falls to the Minister for Children and Young People.

The Contractor will make all the necessary arrangements to ensure national consistency in the management of Safeguarders in Scotland and that the required high standards are maintained throughout all Safeguarder appointments in line with the relevant legislation (Children's Hearings (Scotland) Act 2011, the Children's Hearings (Scotland) Act 2011 (Safeguarders Panel) Regulations 2012 and the Children's Hearings (Scotland) Act 2011 (Safeguarders: Further Provision) Regulations 2012) and utilising the Practise Standards

for Safeguarders and the Performance Support and Monitoring Framework.

II.1.5) Estimated total value

Value excluding VAT: £3,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Safeguarders are a well-established and valued element of the Children's Hearings System providing independent scrutiny of assessments and plans for children. However, the Safeguarder service had been prone to differing levels of quality in terms of recruitment, appointment and general practice due in part to the fragmented management arrangements across 32 local authorities.

The Children's Hearings (Scotland) Act 2011 ("the 2011 Act") was passed by Parliament on 25th November 2010 and received Royal Assent on 6th January 2011. It is an Act of the Scottish Parliament to restate and amend the law relating to children's hearings and for connected purposes. One of the key provisions of the Act is the establishment of a National Panel of Safeguarders. Section 32 of the 2011 Act provides that Scottish Ministers must establish the Safeguarders Panel and also gives them a power, by regulation, to make provision in connection with matters relating to the Panel.

The Children's Hearings (Scotland) Act 2011 (Safeguarders Panel) Regulations 2012 ("the 2012 regulations") include, among other things, provision on recruitment and selection, appointment and removal, training, fees and the operation and management of the panel.

The current supplier is Children 1st. There are currently around 140 serving Safeguarders in Scotland. As part of the contract, there has been the establishment of national Practice Standards and the development of a supporting Performance Support and Monitoring Framework (PSMF) that provides the structure for monitoring and assessing safeguarders' performance.

The Contractor will ensure the operation and management of the Safeguarders Panel between the hours of 8:30 am and 5:00 pm Monday to Friday including some public holidays, where key partners such as the Scottish Courts and Tribunals Service (SCTS), Scottish Children's Reporter Administration (SCRA) and Children's Hearings Scotland (CHS) are operating and where this is agreed.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £3,200,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further two 12-month periods at the sole discretion of the Scottish Government.

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 for a further two 12-month periods at the sole discretion of the Scottish Government.

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.1.2) Economic and financial standing

List and brief description of selection criteria

4B.4 -The bidder confirms the name, value and/or range of the financial ratios specified in the relevant Contract Notice.

4B.5 - The Bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated in the relevant Contract Notice.

Minimum level(s) of standards possibly required

4B.4 -

Bidders must demonstrate a Current Ratio of no less than 0.8. Current Ratio will be calculated as follows: Total current assets divided by Total current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

4B.5 -

Professional Risk Indemnity Insurance - 5,000,000 GBP (A sum not less than)

Public Liability Insurance - 1,000,000 GBP (A sum not less than)

Employees Liability Insurance - in accordance with any legal obligation

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.4 - Provide a statement of the relevant supply chain management and/or tracking systems used.

4C.7 - Provide details of the environmental management measures which the bidder will

be able to use when performing the contract.

4C.10 - Provide details of the proportion (i.e. percentage) of the contract that you intend to subcontract: Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

Minimum level(s) of standards possibly required

4C.4 -

If bidders intend to use a supply chain to deliver the requirements detailed in the

Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a

resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the

supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment

performance.

4C.7 -

Production and submission of evidence of steps taken to build awareness of the climate emergency and consideration of how the organisation plans to respond to it. This should include details of planned projects and actions to reduce the bidder's carbon emissions.

4C.10 -

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

It shall be a condition of the Contract, that if required by the Scottish Government, the appointed Service Provider shall deliver a validly executed Parent Company Guarantee in the form set out in the tender documents.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.6) Information about electronic auction

An electronic auction will be used

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-015330](#)

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

Date

25 March 2024

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

25 March 2024

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 invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26166. For more information see:

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

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

<http://www.publiccontractscotland.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:

The tenderer must provide a Community Benefits proposal that is relevant to the subject matter of this contract and supports the Scottish Ministers' commitment to contributing to

the social, economic & environmental well-being of the people of Scotland.

(SC Ref:758457)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

Edinburgh

EH1 1LB

Country

United Kingdom