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Tender

The Provision of Short Breaks for Disabled Children and Young People who have Complex Care Needs

The City of Edinburgh Council
West Lothian Council
East Lothian Council
Midlothian Council

F21: Social and other specific services – public contracts
Contract notice
Notice identifier: 2021/S 000-006005
Procurement identifier (OCID): ocds-h6vhtk-029ee7
Published 24 March 2021, 5:32pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Email

cameron.garland@edinburgh.gov.uk

Telephone

+44 1315296251

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.1) Name and addresses

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Email

cpu@westlothian.gov.uk

Telephone

+44 1506281814

Fax

+44 1506281325

Country

United Kingdom

NUTS code

UKM78 - West Lothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140

I.1) Name and addresses

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

Email

procurement@eastlothian.gov.uk

Telephone

+44 1620827827

Fax

+44 1506281325

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181

I.1) Name and addresses

Midlothian Council

Midlothian House, Buccleuch Street

Dalkeith

EH22 1DN

Email

procurement@midlothian.gov.uk

Telephone

+44 1312707500

Fax

+44 1506281325

Country

United Kingdom

NUTS code

UKM73 - East Lothian and Midlothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00336

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

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

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

The Provision of Short Breaks for Disabled Children and Young People who have Complex Care Needs

Reference number

CT2755

II.1.2) Main CPV code

- 85310000 - Social work services

II.1.3) Type of contract

Services

II.1.4) Short description

The service is to provide over night short breaks support for children with Severe Intellectual Disability (ID) and Autism Spectrum Disorder (ASD).

The children are referred from 4 Local Authorities (East Lothian, Midlothian, West Lothian, City of Edinburgh Council) and range in age from 5-18years. They all have Behavioural Support Plans and there requires to be support and advice given by a Clinical Psychologist to assist in the delivery of the support. It is expected that the staffing ratio of 2 staff to 1 child will be required to support this group of children.

The provider will need to be Care Inspectorate registered, have staff qualified at SVQ level 3 and with an HNC and have a strong management team to support staff working with this cohort of children.

The provider needs to also have a building that can accommodate single rooms for seven children along with appropriate staff facilities. This needs to be approximately within a 35 miles radius from the borders of West and East Lothian.

The building also needs to be adapted to ensure a safe and caring environment for the children – this needs to include windows and doors that are reinforced, secure furniture, a secure garden with appropriate play equipment, space for medical equipment and secure storage of medication.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The service is to provide over night short breaks support for children with Severe Intellectual Disability (ID) and Autism Spectrum Disorder (ASD). This tender process, and award of an initial 5-year contract (with 5-year extension option) will give the commissioning local authorities and families confidence in the continuity of service. It will also enable the provider to plan for the service on a long-term basis with confidence.

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

Duration in months

60

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

Economic and Financial Standing:

Minimum level(s) of standards required:

- A minimum “general” annual turnover of 1.9M GBP for each of the last two financial years.
- A current ratio of at least 1.20 in each of the last two financial years.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Procedure involving negotiation

IV.1.11) Main features of the award procedure

The Contract will be awarded on the basis of the Most Economically Advantageous Tender with 70% of the overall evaluation score given to quality and 30% of the overall evaluation score given to price (cost:quality ratio).

IV.2) Administrative information

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

Date

26 April 2021

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

The following insurances are required as part of this contract:

- (a) public liability insurance with a limit of indemnity of not less than 10,000,000 GBP in relation to any one claim or series of claims;
- (b) employer's liability insurance with a limit of indemnity of not less than 5,000,000 GBP or such higher amount as may be in accordance with any legal requirement for the time being in force in relation to any one claim or series of claims;
- (c) professional indemnity insurance with a limit of indemnity of not less than 5,000,000 GBP in relation to any one claim or series of claims and shall ensure that all professional consultants or Sub-Contractors involved in the provision of the Services hold and maintain appropriate cover;

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=648683.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

Not applicable.

Community benefits are included in this requirement. For more information see:
<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

Please see attached community benefits guidance document.

(SC Ref:648683)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom