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Tender

## **Programme Manager for Holiday Activities and Food service for Young People**

Birmingham City Council

F02: Contract notice

Notice identifier: 2021/S 000-006280

Procurement identifier (OCID): ocds-h6vhtk-029ffa

Published 26 March 2021, 5:20pm

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

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

Birmingham City Council

10 Woodcock Street

Birmingham

B4 7WB

#### **Contact**

Corporate Procurement Services

#### **Email**

[etendering@birmingham.gov.uk](mailto:etendering@birmingham.gov.uk)

#### **Telephone**

+44 1214648000

#### **Fax**

+44 1213037322

**Country**

United Kingdom

**NUTS code**

UKG31 - Birmingham

**Internet address(es)**

Main address

[www.finditinbirmingham.com](http://www.finditinbirmingham.com)

Buyer's address

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

**I.3) Communication**

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

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

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**

Programme Manager for Holiday Activities and Food service for Young People

Reference number

P0772

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

- 72224000 - Project management consultancy services

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

Services

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

The Council wishes to establish a contract for the programme management of Holiday Activities and Food Programme 2021. Key objectives of the contractAs a result of attending this provision, we want children who attend to:• eat more healthily over the school holidays;• be more active during the school holidays;• take part in engaging and enriching activities which support the development of resilience, character and wellbeing along with their wider educational attainment;• be safe and not to be socially isolated;• have a greater knowledge of health and nutrition; and• be more engaged with school and other local services.Programme Management: The organisation which will work in partnership with the Council to coordinate existing and new provision shall deliver the below:1. Programme Management/Governance2. Programme Design and Development3. Programme Delivery management and coordination4. Programme Standards and Assurance

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

Value excluding VAT: £500,000

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

This contract is divided into lots: No

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

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

- 72224000 - Project management consultancy services
- 79400000 - Business and management consultancy and related services
- 79411100 - Business development consultancy services
- 79410000 - Business and management consultancy services

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

NUTS codes

- UKG - West Midlands (England)

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

The Council wishes to establish a contract for the programme management of Holiday Activities and Food Programme 2021. Key objectives of the contractAs a result of attending this provision, we want children who attend to:• eat more healthily over the school holidays;• be more active during the school holidays;• take part in engaging and enriching activities which support the development of resilience, character and wellbeing along with their wider educational attainment;• be safe and not to be socially isolated;• have a greater knowledge of health and nutrition; and• be more engaged with school and other local services.  
Programme Management: The organisation which will work in partnership with the Council to coordinate existing and new provision shall deliver the below:  
1. Programme Management/Governance  
2. Programme Design and Development  
3. Programme Delivery management and coordination  
4. Programme Standards and Assurance

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

6

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: No

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Details provided in the tender documentation

##### **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

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

##### **III.2.2) Contract performance conditions**

Details provided in the tender documentation

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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: Yes

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

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

Date

19 April 2021

Local time

12:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

19 April 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

The Council has been allocated a grant of £8.1m to coordinate and facilitate healthy food and enriching activities to disadvantaged children in Birmingham who are eligible for Free School Meals. The funding is available for activities in the Easter, Summer and Christmas school holidays. This Procurement seeks a Programme management enabling partner for the detailed planning, preparation and overall management for the delivery of the Summer and Christmas programme. The contract will commence in the first week of June 2021 to enable the planning of programme delivery in the school summer and Christmas holiday periods. . The contract may be extended to cover Easter 2022 in April 2022 subject to funding and contract performance. This procurement falls under the Light Touch Regime Design Procedure and the procurement process will be based on the open procedure. There will be an initial Selection Stage (due diligence assessment), with suppliers failing this stage not taken through to the tender evaluation stage. The Council will be using its free to use e-tendering system (in-tend) for the administration of this procurement process and potential suppliers must register with the system to be able to express an interest. If you wish to express an interest in this opportunity please click on the following link to access <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register. You will then be sent details on how to log on which will enable you to download all relevant Invitation to Tender (ITT) documentation. If you are unable to register with In-tend or have any questions or problems on how to use this web site please either email us at: [cps@birmingham.gov.uk](mailto:cps@birmingham.gov.uk) or call CPS Helpdesk on 0121 464 8000. Your completed tender submission should be returned by noon on 19th April 2021 via the 'in-tend' system <https://in-tendhost.co.uk/birminghamcc>

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

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

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Telephone

+44 2079477882

Country

United Kingdom

