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Tender

## **ESCC ME Special Educational Needs and Disability SEND Information and Advice Service**

East Sussex County Council  
Brighton and Hove City Council

F02: Contract notice

Notice identifier: 2022/S 000-007186

Procurement identifier (OCID): ocids-h6vhtk-0322ac

Published 16 March 2022, 2:12pm

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

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

East Sussex County Council  
  
County Hall, St Annes Crescent  
  
Lewes  
  
BN7 1UE

#### **Contact**

Mandi Edwards

#### **Email**

[mandi.edwards@eastsussex.gov.uk](mailto:mandi.edwards@eastsussex.gov.uk)

#### **Telephone**

+44 1323464049

**Country**

United Kingdom

**NUTS code**

UKJ22 - East Sussex CC

**Internet address(es)**

Main address

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

Buyer's address

<https://sesharedservices.org.uk/esourcing>

**I.1) Name and addresses**

Brighton and Hove City Council

Hove Town Hall, Norton Road,

Hove

BN3 3BQ

**Contact**

Alex White

**Email**

[Alex.White@brighton-hove.gov.uk](mailto:Alex.White@brighton-hove.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKJ21 - Brighton and Hove

**Internet address(es)**

Main address

<https://www.brighton-hove.gov.uk>

## **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://sesharedservices.org.uk/esourcing>

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/sesharedservices/asp/Tenders/Current>

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**

ESCC ME Special Educational Needs and Disability SEND Information and Advice Service

Reference number

ESCC - 034201

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

- 80340000 - Special education services

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

Services

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

East Sussex County Council and Brighton and Hove City Council require a single provider to manage a SEN and disability advice service ("the Service") in accordance with the SEND Code of Practice, and the Minimum Standards for SEND Information, Advice and Support Services. This will secure the provision of impartial, confidential and relevant information, advice and support to: • the parents and carers of children and young people between 0 and 25 years who have, or may have, SEN or a disability, and • children and young people who have, or may have, SEN or a disability. The funding available for this service is: East Sussex County Council £140,000 per annum Brighton and Hove City Council £120,000 per annum The contract term is for 3 years with an option to extend for up to 24 months. Please Note: TUPE will apply for this service.

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

Value excluding VAT: £1,300,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKJ22 - East Sussex CC
- UKJ21 - Brighton and Hove

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

East Sussex County Council and Brighton and Hove City Council require a single provider to manage a SEN and disability advice service ("the Service") in accordance with the SEND Code of Practice, and the Minimum Standards for SEND Information, Advice and Support Services. This will secure the provision of impartial, confidential and relevant information, advice and support to: • the parents and carers of children and young people between 0 and 25 years who have, or may have, SEN or a disability, and • children and young people who have, or may have, SEN or a disability. The Special Educational Needs and Disability (SEND) Code of Practice 0 – 25 (2015), sets out an expectation that children, parents and young people should be involved in the identification, assessment and decision making about the provision to meet special educational needs and disabilities. The scope of this information, advice and support will cover initial concerns or identification of potential SEN or disabilities, through to ongoing support and provision, which may include an Education, Health and Care (EHC) plan. The funding available for this service is: East Sussex County Council £140,000 per annum Brighton and Hove City Council £120,000 per annum The contract term is for 3 years with an option to extend for up to 24 months. Please Note: TUPE will apply for this service.

#### **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: £1,300,000

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

Start date

1 September 2022

End date

31 August 2025

This contract is subject to renewal

Yes

Description of renewals

The contract will be on the Procurement Forward Plan for FY 24/25 and the extension option will be utilised, or a procurement process for a replacement contract will be undertaken. There is no guarantee that the replacement contract will be a joint procurement between East Sussex County Council and Brighton & Hove City Council.

#### **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

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

The value given in II.2.6 is the total contract value including the extension option. The end date in II.2.7 is the end of the initial term of the contract and there is an option to extend for up to 24 months.

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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: Yes

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

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

Date

19 April 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**

Tender must be valid until: 16 October 2022

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

Date

19 April 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Approximately 6-9 months prior to the contract end date.

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

II.1.5 The value stated includes potential extension. The procurement is being run as a process akin to the open procedure, however, the contracting authorities do not intend to hold itself bound by any regulations except for those under Chapter 3 section 7 of PCR2015 for light touch services. Please note that the Transfer of Undertaking (Protection of Employment) Regulations 2006 may apply and applicants should seek their own legal advice on this subject.IV.2.6 This may be subject to extension.

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

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

East Sussex County Council

Lewes

BN7 1UE

Email

[philip.baker@eastsussex.gov.uk](mailto:philip.baker@eastsussex.gov.uk)

Country

United Kingdom