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Tender

The Provision of Housing Support Services for Single Homeless People & Childless Couples who may have Complex Needs

The Renfrewshire Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-007308

Procurement identifier (OCID): ocds-h6vhtk-0305c7

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Section I: Contracting authority

I.1) Name and addresses

The Renfrewshire Council

Renfrewshire House, Cotton Street

Paisley

PA1 1WB

Contact

Sarah Ford

Email

sarah.ford@renfrewshire.gov.uk

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Provision of Housing Support Services for Single Homeless People & Childless Couples who may have Complex Needs

Reference number

RC-CPU-21-267

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

The Service to be provided by the Provider is the provision of a Housing Support Service, primarily for single homeless people or childless couples who may have complex needs, residing in supported, interim accommodation.

The Provider will also provide or make partnering arrangements with another organisation to provide a Housing Management Service for the accommodation at specific Premises and where applicable will enter into such associated lease arrangements with the owner landlord of the Premises as may be necessary for this purpose.

The Housing Management Service does not form part of this Contract but is required to be delivered in conjunction with the Service. Tenderers can determine whether they will provide this service, or whether they will contract with another organisation to provide this service. How this related Housing Management Service is provided will directly impact upon Council budgets for the provision of homeless services and the amount of government funding available to support these services.

The Council looks to maximise the monies available to better assist more Service Users. The specific Premises to support the Housing Support Service must be Specified Accommodation as defined by Law.

The manner in which the Provider makes formal arrangements for the lease of the Premises will directly impact upon the Council and may result in higher costs to the

Council. In respect of any subsidy shortfall however, while the Council cannot mandate how a Provider arranges their commercial business, the Council seeks to maximise the funds available to it to provide appropriate services and to allow maximum recovery, by the Council from the UK Government, of Housing Benefit paid for Service Users assessed as needing Housing Support Services. To assist the Council to maximise recovery of funds Tenderers would require to arrange that they are either (1) a Housing Association, a relevant body in accordance with Regulation 75H of the Housing Benefit Regulations 2006 as amended and enter into the occupancy arrangement (lease between themselves and the Service Users) or alternatively (2) contract with a third party who is a Housing Association and they would enter into lease arrangements with the Service Users and make separate contractual arrangements directly with the Tenderer. Tenderers should be aware that Charities are also relevant bodies for the purpose of the Housing Benefit Regulations 2006, however arrangements made with a Charity would require to be referred to the Rent Officer who would set the amount recoverable, whereas Housing Association arrangements are not subject to this form of review which allows for greater recovery by the Council.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98000000 - Other community, social and personal services
- 75200000 - Provision of services to the community

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

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More detailed information in respect of the affected Pricing for the contract is contained in the Tender Documents including the Invitation to Tender and Service Specification.

II.2.6) Estimated value

Value excluding VAT: £800,000

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

Start date

1 October 2022

End date

30 September 2026

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

As there is a current service provider, TUPE may apply.

The Contract will be for a period of 2 years with the option to extend by up to two further years subject to satisfactory operation and performance.

Further information is provided in the Tender Documents including the Service Specification for this contract.

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

Registration with the Care Inspectorate to be maintained throughout the duration of the Contract.

The successful Tenderer must hold, or commit to obtain prior to the commencement of and duration of the Contract of any subsequently awarded contract, the types and levels of insurance indicated below:

Employers Liability - statutory minimum 5m GBP, each and every claim;

Public Liability - minimum 5m GBP, each and every claim;

Professional Indemnity - 100k in the aggregate;

There will be a requirement for statutory third party motor vehicle insurance to be

evidenced if vehicles are used to deliver the service. This can either be by way of a valid MV certificate in the company name, OR, where there is no company fleet and employees use their own vehicles instead, a letter signed by a person of appropriate authority confirming that the Provider has ongoing arrangements in place to ensure that employees' vehicles are appropriately insured and maintained for business purposes.

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

The Provider must be appropriately registered with the Care Inspectorate to deliver the Service and maintain registration throughout the duration of the Contract.

Tenderers will be required to provide examples that demonstrate that they have the relevant experience to deliver the services as described. A minimum of two examples will be required.

III.2.2) Contract performance conditions

The Contract will be subject to the Council's Contract Monitoring procedures. Please refer to 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) Form of procedure

Open procedure

IV.1.11) Main features of the award procedure

Award Criteria:

Quality criterion: Quality / Weighting: 70%

Cost criterion: Cost / Weighting: 30%

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-032336](#)

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

Date

25 April 2022

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

Full details of the exclusion and assessment criteria are detailed within the SPD and Invitation to Tender.

Tenderers are required to:

Complete the SPD to be concluded for the Contract.

Complete a SPD by sub-contractors to be concluded for the Contract.

Tenderers must provide its ("general") yearly turnover for the last 2 financial years.

The Council will use Dun & Bradstreet (D&B) to assist in its determination of the organisation's financial status and risk. The Council would expect Tenderers to have a minimum D&B Failure Score of 20%, however failure to meet this Failure Score would not necessarily merit a 'FAIL' as the D&B Failure Score is only one factor used by the Council in assessing the acceptability or otherwise of a Tenderer's financial status.

The Council will take into account the Tenderer's response to the SPD Part 1V Question 4B.1.1. Further information is contained within the Tender Documents.

Comply with the Service Specification;

Comply with the General Conditions of Contract and Special Conditions of Contract;

Confirm if managerial staff and those delivering the service are registered with the SSSC;

Confirm staff have been PVG checked.

The contract may be modified in accordance with Regulation 72 of the Public Contracts (Scotland) Regulations 2015.

The manner in which the Provider makes formal arrangements for the lease of the Premises will directly impact upon the Council and may result in higher costs to the Council. In respect of any subsidy shortfall however, while the Council cannot mandate how a Provider arranges their commercial business, the Council seeks to maximise the funds available to it to provide appropriate services and to allow maximum recovery, by the Council from the UK Government, of Housing Benefit paid for Service Users assessed as needing Housing Support Services.

To assist the Council to maximise recovery of funds Tenderers would require to arrange that they are either (1) a Housing Association, a relevant body in accordance with Regulation 75H of the Housing Benefit Regulations 2006 as amended and enter into the occupancy arrangement (lease between themselves and the Service Users) or alternatively (2) contract with a third party who is a Housing Association and they would enter into lease arrangements with the Service Users and make separate contractual arrangements directly with the Tenderer. Tenderers should be aware, that Charities are also relevant bodies for the purpose of the Housing Benefit Regulations 2006, however arrangements made with a Charity would require to be referred to the Rent Officer who would set the amount recoverable, whereas Housing Association arrangements are not subject to this form of review which allows for greater recovery by the Council.

Where the Tenderer chooses an alternative delivery model, which would reduce the subsidy recoverable by the Council in respect of the Housing Benefit paid in support of the Service Users, then the Council will add these additional costs to the Tenderer price submitted to reflect the full cost to the Council.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20765. For more information see:

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

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:

Information regarding Community Benefits is contained within the Invitation to Tender documentation.

(SC Ref:684250)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

See VI.4.3 below

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering, loss or damage attributable to breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2015/446, as amended) may bring proceedings in the Sheriff Court or the Court of Session in accordance with Regulation 88 of the 2015 Regulations.

VI.4.4) Service from which information about the review procedure may be obtained

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom