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Tender

## **Holiday Activities Programme - Dynamic Purchasing Vehicle (DPV)**

London Borough of Waltham Forest  
London Borough of Redbridge

F02: Contract notice

Notice identifier: 2022/S 000-008716

Procurement identifier (OCID): ocds-h6vhtk-0328a7

Published 31 March 2022, 4:00pm

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

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

London Borough of Waltham Forest

Waltham Forest Town Hall, Forest Road

London

E17 4JF

#### **Contact**

Ms Gemma Edwards

#### **Email**

[gemma.edwards@walthamforest.gov.uk](mailto:gemma.edwards@walthamforest.gov.uk)

#### **Fax**

+44 2084964509

**Country**

United Kingdom

**NUTS code**

UKI53 - Redbridge and Waltham Forest

**Internet address(es)**

Main address

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

Buyer's address

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

**I.1) Name and addresses**

London Borough of Redbridge

Lynton House, 255-259 High Road

Ilford

IG1 1NY

**Contact**

Ms Gemma Edwards

**Email**

[gemma.edwards@walthamforest.gov.uk](mailto:gemma.edwards@walthamforest.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKI53 - Redbridge and Waltham Forest

**Internet address(es)**

Main address

[www.redbridge.gov.uk](http://www.redbridge.gov.uk)

Buyer's address

[www.redbridge.gov.uk](http://www.redbridge.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://procontract.due-north.com/Advert/Index?advertId=37964287-eab0-ec11-8113-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=37964287-eab0-ec11-8113-005056b64545>

## **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

Holiday Activities Programme - Dynamic Purchasing Vehicle (DPV)

Reference number

DN602607

#### II.1.2) Main CPV code

- 80000000 - Education and training services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The London Borough of Waltham Forest and London Borough of Redbridge (“the Authority”) are seeking Tenders from suitably experienced and qualified organisations for the Dynamic Purchasing Vehicle for the provision of Holiday Activity Programme.

The service shall commence on 1st July 2021 and shall continue up to and including 31st March 2025 (“the Contract Period”).

The Holiday Activities Programme aims to offer a variety of exciting and interesting activities including, sports, creative and performing arts, and environmental activities. The Holiday Activities and Food Programme is a DfE-funded project that aims to provide activities for pupils in receipt of Free School Meals for a period during the summer holiday, the winter holiday and during the Easter holiday.

The programme has received funding from the Department for Education (DfE) to offer enriching activities and nutritious meals to school aged children and young people, from reception to year 11 (inclusive), who are eligible for benefits-related free school meals (FSM). School holidays are recognised as a pressure point for some families because of increased costs (such as food and childcare) and reduced incomes. For some children that can lead to a holiday experience gap, with children from disadvantaged families:

- less likely to access organised out-of-school activities
- more likely to experience ‘unhealthy holidays’ in terms of nutrition and physical health

- more likely to experience social isolation

All Tenders shall be submitted in accordance with the Instructions for Submission of a Tender and must be submitted by no later than 12:00 Hours (12:00 noon) on Tuesday 3rd May 2022.

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

Value excluding VAT: £6,169,761

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Lot 1: Complete Holiday activity clubs - 5–19-year-olds

Lot No

1

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

- 80000000 - Education and training services
- 85000000 - Health and social work services

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

NUTS codes

- UKI53 - Redbridge and Waltham Forest

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

The Authority are looking for suppliers who can offer an exciting and innovative range of extended enrichment activities and courses for children and young people to participate in a wide range of enrichment, nutritional and physical activity, learn new skills and provided with a daily food offer Provision must be offered for a minimum of 4 hours per day for 4 days a week.

### **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**

Start date

1 July 2022

End date

31 March 2025

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

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

Call off contract award will be based on the criteria set out in the Invitation to Tender documentation and subsequent Supplier Entry Guide.

## **II.2) Description**

### **II.2.1) Title**

Lot 2: Specific Activity sessions - 5–19-year-olds

Lot No

2

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

- 80000000 - Education and training services
- 85000000 - Health and social work services

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

NUTS codes

- UKI53 - Redbridge and Waltham Forest

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

The Authority are looking for suppliers who can offer a specific range of extensive inclusive enrichment activity sessions aimed at children and their families aged 5 – 19 delivered across a number of locations across the boroughs.

### **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**

Start date

1 July 2022

End date

31 March 2025

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

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

Call off contract award will be based on the criteria set out in the Invitation to Tender documentation and subsequent Supplier Entry Guide.

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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

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

#### **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

3 May 2022

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

31 March 2022

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

English

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The procurement involves the setting up of a Dynamic Purchasing Vehicle under Regulation 76 of Public Contracts Regulations 2015. Commissioning the right service for young person is the intended purpose of the use of the DPV (adapted DPS) in order to comply with local authority duties.

In order to meet its duties, in establishing this DPV the authority reserves the right undertake a flexible approach to call-off contract awards and direct awards using criteria as detailed in the call-off procedure.

The DPV will use adapted call-off procedures and techniques provided for within Public Contracts Regulations (2015) as well as procedures which are not, to enable call-off contracts to be made for individual service agreements and block contracts. The DPV will also permit direct awards as set out in the call-off procedures. Please go to <https://www.londontenders.org/> and download the procurement documents for more information.

The contracting authorities reserves the right not to award any contract pursuant to this procurement exercise and/or to abandon this procurement exercise at any time. The contracting authority shall have no liability whatsoever to any applicant or tenderer as a result of its exercise of that discretion. For the avoidance of doubt, all costs incurred by any applicant and/or tenderer before signature of any contract with the contracting authorities shall be incurred entirely at the applicant's/tenderer's risk. Please go to <https://www.londontenders.org/> and download the procurement documents for more information.

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

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

High Court of England and Wales

Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contract is being procured in accordance with the Public Contract Regulations 2015. The contracting Authority will incorporate a minimum ten (10) day calendar day standstill period at the point of information on the award of the contract is communicated to tenderers. This period allows successful tenderers to seek further de-briefing from the contracting authority before the contract is entered into. Additional information should be requested from the contact in Section 1.1. If an appeal regarding the award of contract has not been successfully resolved the Public Contracts Regulations 2015 (S1 2015 No 102) provide for aggrieved parties who have been harmed or at risk of harm by breach of the rules to take action in the High Court (England and Wales).