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Tender

## **Dementia Information and Advice Service**

Kirklees Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-009025

Procurement identifier (OCID): ocds-h6vhtk-0329dc

Published 4 April 2022, 4:49pm

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

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

Kirklees Council

Riverbank Court

HUDDERSFIELD

HD59AA

#### **Contact**

Jan Ibbotson

#### **Email**

[jan.ibbotson@kirklees.gov.uk](mailto:jan.ibbotson@kirklees.gov.uk)

#### **Telephone**

+44 1484221000

#### **Country**

United Kingdom

**Region code**

UKE44 - Calderdale and Kirklees

**Internet address(es)**

Main address

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

Buyer's address

<https://yortender.eu-supply.com>

**I.3) Communication**

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

<https://yortender.eu-supply.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://yortender.eu-supply.com>

**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**

## Dementia Information and Advice Service

Reference number

KMCAS-172

### **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 Council of the Borough of Kirklees (the "Council") is conducting this procurement process using the open procedure in accordance with the Public Contracts Regulations 2015 ("PCR"). The procurement documentation has been made available following the publication of the Contract Notice in the UK e-notification service.

Tenders are invited by the Council from Providers with relevant experience and ability to demonstrate sufficient capacity for the provision of Dementia Information and Advice Service (the "Services").

The estimated value of the Services to be awarded is approximately £491,691 over the initial three (3) years.

The anticipated commencement date for the Contract(s) is 1st October 2022.

The anticipated expiry date for the Contract(s) is 30th September 2025, with the option to extend for a further period of twenty-four (24) months.

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

Value excluding VAT: £819,485

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKE44 - Calderdale and Kirklees

Main site or place of performance

Kirklees

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

The service will primarily support those individuals diagnosed with Dementia, memory problems and dementia related conditions i.e., MCI, (Mild Cognitive Impairment) those awaiting or undergoing diagnosis and their carers. The service will ensure residents of Kirklees are provided with appropriate up to date information, advice, and support, which will empower them to make informed decisions about their care/support and help to maximise their quality of life. People with dementia will be signposted to the appropriate local health and/or social care service or other professional service and supported to achieve as early a diagnosis as possible. People with dementia are supported to maintain as good a quality of life as possible for as long as possible

#### **II.2.6) Estimated value**

Value excluding VAT: £819,485

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

Duration in months

60

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

This exercise is an open procedure in accordance with the requirements under Regulation 27 of the Public Contracts Regulations 2015 (SI 2015/102) for the purpose of procuring the

service described in the 'Service Specification'. This specification is part of the procurement

documentation that has been published in relation to this notice and can be found at [www.yortender.eu-supply.com](http://www.yortender.eu-supply.com)

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## 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

In accordance with: (i) Article 57 to 60 of Directive 2014/24/EU of the European Parliament and of the European Council; and (ii) Regulations 57 to 60 of the Public Contracts 2015 (SI 2015/102) (the 'Regulations'), which require or permit the contracting authority not to select or to treat as ineligible, economic operators, the contracting authority reserves the right to exclude any economic operator whom they deem to not satisfy any criteria outlined within the scoring matrices contained within the standard selection questionnaire ('SQ') within the Tenderers' Submission Document, which is available to download at: <https://www.yortender.eu-supply.com> or is available at the address set out in Sections I.1) and I.3) of this Notice above.

#### Economic and Financial Standing

Provider must be able to supply any one of the documents listed in Section 4.1 (a) to (c) in order to demonstrate financial standing as required under this Section 4. Failure to supply on request any one of the documents listed in Section 4.1 (a) to (c) may result in exclusion.

With regards to Section 4.2, potential suppliers will Pass or Fail on the basis of being financially viable for the Contract tendered for.

In addition, any answers to Section 4 which lead the Authority, acting reasonably, to conclude (considering the risk that the relevant answer suggests about your ability to properly perform the Contract) that it would be inappropriate to select your organisation on this occasion, may result in your exclusion from the remainder of the procurement process.

#### Section 6 - Technical and Professional Ability

Responses to Section 6 will be scored as follows:

PASS - You have provided EITHER:

1. at least one example of a previous contract in response to Section 6.1 that demonstrates to the reasonable satisfaction of the Authority that you possess the relevant general technical expertise and professional experience to deliver the Contract;

OR

2. a satisfactory reason in response to Section 6.3 as to why you are unable to provide any examples of previous contracts that are relevant to the Authority's requirements under this procurement that meets the minimum requirements;

AND

3. if, further to your responses to Section 1 you intend to sub-contract a proportion of this Contract, the information requested under Section 6.2.

HOWEVER, potential suppliers are asked to note that:

i) If you need to use more than one example to demonstrate that you possess the relevant general technical expertise and professional experience, you may do so up to a maximum of three (3) examples.

ii) The Authority reserves the right to confirm the accuracy of any information provided in response to Section 6 with any named customer contact(s).

iii) Any replies from any named customer contact(s) which lead the Authority, acting reasonably, to doubt any significant representations made in your responses to Section 6 may result in exclusion.

FAIL -

1. you have failed to provide any examples of any previous contracts in response to Section 6.1 AND have failed to provide a satisfactory reason as to why you were unable to provide any examples in response to Section 6.3;

OR

2. the examples given in response to Section 6.1 do NOT demonstrate to the satisfaction of the Authority that you possess the relevant general technical expertise and professional experience to deliver the Contract;

OR

3. where relevant:

i) you have either not responded to Section 6.2,

OR

ii) your answers to Section 6.2 lead the Authority, acting reasonably, to conclude that it would be inappropriate to select your organisation on this occasion.

The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided in Section 6 and it is your responsibility to ensure that the people you name in Section 6 are aware of their responsibilities and are willing to comply with these.

## Insurance

Economic operators are asked to self-certify whether they already have, or can commit to obtaining, prior to the commencement date of the Contract, the levels of insurance cover indicated below:

- a) Employer's (Compulsory) Liability Insurance £10,000,000 (in relation to any one claim or series of claims);
- b) Public Liability Insurance, including Product Liability Insurance £10,000,000 (in relation to any one claim or series of claims); and
- c) Professional Indemnity Insurance £2,000,000 (in relation to any one claim or series of claims).

Failure to indicate 'Yes' to Section 8.1 will result in exclusion.

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## **Section IV. Procedure**

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

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

Open procedure

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

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

Date

16 May 2022

Local time

1:00pm

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

English

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## **Section VI. Complementary information**

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

Provided that the tender is submitted fully in accordance with the requirements set out within the Specification and the remaining sections of the procurement documents, the contract will be awarded on the basis of the Most Economically Advantageous Tender based

on 80% quality, 10% Social Value and 10% Price.

Further specifics on the above award criteria can be found in the procurement documentation that is available to access at [www.yortender.eu-supply.com](http://www.yortender.eu-supply.com)

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

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

High Court of England and Wales

London

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

In accordance with Regulation 86 (Notices of decisions to award a contract or conclude a framework), Regulation 87 (Standstill periods) and Chapter 6 (Applications to Court) of the Public Contracts Regulations 2015 (SI 2015/102), the contracting authority will incorporate a minimum ten (10) calendar day standstill period at the point that information on the award of the Contract is communicated to economic operators. This period allows any unsuccessful economic operator(s) to seek further debriefing from the contracting authority before the award of the Contract to the successful economic operators. Such additional information should be requested from the address at Sections I.1 and I.3 of this Notice above. If an appeal regarding the award of the Contract has not been successfully resolved, then the Public Contracts Regulations 2015 (SI2015/102) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within thirty (30) days beginning with the date when the aggrieved party first knew or sought to have grounds for starting the proceedings had arisen. The Court may extend the time limited for starting proceedings where the Court considers that there is a good reason for doing so, but not so as to permit proceedings to be started more than three (3) months after that date. Where the Contract has not been awarded, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If however the Contract has been awarded, the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the Contract to be ineffective.