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Tender

Fitness to Practise Wellbeing Assistance Programme

Social Care Wales

F02: Contract notice

Notice identifier: 2022/S 000-009221

Procurement identifier (OCID): ocds-h6vhtk-031a51

Published 6 April 2022, 11:33am

Section I: Contracting authority

I.1) Name and addresses

Social Care Wales

South Gate House, Wood Street

Cardiff

CF10 1EW

Email

procurement@socialcare.wales

Telephone

+44 3003033444

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<http://www.socialcare.wales>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0289

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.sell2wales.gov.wales

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.sell2wales.gov.wales

I.4) Type of the contracting authority

Other type

Welsh Government Sponsored Body

I.5) Main activity

Other activity

Social Care Regulation

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Fitness to Practise Wellbeing Assistance Programme

II.1.2) Main CPV code

- 85312300 - Guidance and counselling services

II.1.3) Type of contract

Services

II.1.4) Short description

Social Care Wales are seeking to appoint a supplier to deliver a pilot Fitness to Practise Wellbeing Assistance Programme for those involved in and impacted by the Fitness to Practise process. This non-exhaustive list will consist of registered persons, referrers, complainants, witnesses and panel members, across Wales.

II.1.5) Estimated total value

Value excluding VAT: £180,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 85312320 - Counselling services
- 75122000 - Administrative healthcare services
- 72253000 - Helpdesk and support services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

For the purposes of this commission, the aim is to provide a comprehensive and flexible service to promote and contribute to the good wellbeing of those (non-employees of Social Care Wales) who are impacted by the Fitness to Practise and Hearing process. The Wellbeing Assistance Programme is expected to be accessed by 500 people during the 12 month pilot. There are on average 300 open Fitness to Practise investigations going through the process at any one time. The service will be offered to registered persons three months after their case has been closed, to ensure they have continued support during an appeals process.

The supplier shall operate a friendly, efficient, autonomous and confidential service, delivered, by flexible, committed and professional staff.

The Wellbeing Assistance Programme must principally support those impacted by the process by supporting and promoting positive wellbeing. A fully functional Wellbeing Assistance Programme should be a valuable tool in helping to achieve this, whether the presenting issue is work related or otherwise.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £180,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

The contract will initially run for 12 months, commencing no later than 1 July 2022.

There is the possibility of being extended for a further 24 months, up to a total period of 36 months (3 years). A break clause will be in place after each 12 month milestone to review service continuation to include budget allocation and costing models.

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

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

No element of the service should be chargeable and must be in line with the HMRC's exemption for welfare counselling <https://www.gov.uk/hmrc-internal-manuals/employment-income-manual/eim21845> and must also take account of HMRC's rules in relation to 3rd party gifts <https://www.gov.uk/hmrc-internal-manuals/employment-income-manual/eim21715>

Any provision should be delivered in line with the financial and legal elements of a core Assistance Programme with further guidance available at <https://www.eapa.org.uk/eap-resources/>

III.1.2) Economic and financial standing

List and brief description of selection criteria

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

The service will be based on the following principles:

- the Supplier holds the relevant accreditations to deliver the programme
- the Supplier employees delivering services as part of the programme are qualified and competent including up to date knowledge and skills, with on-going support and supervision to maintain the required level of competence
- support offered is confidential
- there is appropriate access for those with a disabilities
- support is appropriate for the geographical needs of the referral and takes in-to account the ability of the referral's ability to travel
- an appropriate response is given in relation to the presenting issue
- counselling support is offered in a fully bi-lingual manner that affords lan-guage choice
- notes or records kept are done so in line with the General Data Protection Regulation (GDPR), the Data Protection Act and the British Association for Counselling and Psychotherapy (BACP) standards

III.2) Conditions related to the contract

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) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-005045](#)

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

Date

18 May 2022

Local time

12:00pm

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

English, Welsh

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 2 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

18 May 2022

Local time

12:00pm

Place

Social Care Wales Procurement Team - Remote

Information about authorised persons and opening procedure

Social Care Wales's Procurement Officer to open electronic PostBox

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

See Tender Pack documents

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=120329.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(WA Ref:120329)

The buyer considers that this contract is suitable for consortia.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom