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Contract

## **Information and Advice for Carers and people with Disabilities**

West Lothian Council

F03: Contract award notice

Notice identifier: 2023/S 000-009916

Procurement identifier (OCID): ocids-h6vhtk-03a17a

Published 5 April 2023, 11:11am

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

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

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Email**

[hayleigh.valentine@westlothian.gov.uk](mailto:hayleigh.valentine@westlothian.gov.uk)

#### **Telephone**

+44 1506281814

#### **Fax**

+44 1506281325

#### **Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

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

Buyer's address

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

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**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**

Information and Advice for Carers and people with Disabilities

Reference number

CC12672

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

- 85310000 - Social work services

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

Services

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

There is a statutory requirement under Section 34 of the Carers (Scotland) Act 2016 (the Act), for local authorities to establish and maintain, or ensure the establishment and maintenance of an information and advice service for relevant Carers. A new contract is required to ensure that an information advice and support service is provided to all unpaid carers and people with disabilities. The service will be provided to all residents of West Lothian who are carers or have disabilities. The service can be accessed on direct access basis or via referral from Social Work or other third sector organisations.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,320,000

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

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKM78 - West Lothian

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

There is a statutory requirement under Section 34 of the Carers (Scotland) Act 2016 (the Act), for local authorities to establish and maintain, or ensure the establishment and maintenance of an information and advice service for relevant Carers. A new contract is required to ensure that an information advice and support service is provided to all unpaid carers and people with disabilities. The service will be provided to all residents of West Lothian who are carers or have disabilities. The service can be accessed on direct access basis or via referral from Social Work or other third sector organisations.

#### **II.2.5) Award criteria**

Quality criterion - Name: Implementation and Transition / Weighting: 10

Quality criterion - Name: Service Model / Weighting: 20

Quality criterion - Name: Service Delivery / Weighting: 20

Quality criterion - Name: Partnership Approach / Weighting: 10

Quality criterion - Name: Leadership and Management / Weighting: 10

Quality criterion - Name: Quality Assurance / Weighting: 10

Quality criterion - Name: Service User and Engagement and Involvement / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 10

Price - Weighting: 70

#### **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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-002936](#)

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## **Section V. Award of contract**

### **Contract No**

CC12672

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

27 March 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Carers of West Lothian

Sycamore House, Quarry Wood Court

LIVINGSTON

EH54 6AX

Telephone

+44 1506448000

Country

United Kingdom

NUTS code

- UKM78 - West Lothian

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £1,320,000

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## **Section VI. Complementary information**

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

The Council will be taking advantage of the flexibilities of the Light Touch Regime and will be reducing the standard timescales for bidders submissions. However, the Invitation to Tender will be streamlined and simplified to assist bidders.

There will be no price evaluation for this tender, and bidders will not be required to complete any pricing schedule.

In accordance with Section 67 (5) of the Public Contracts (Scotland) Regulations (5) i.e. the cost element may also take the form of a fixed price or cost on the basis of which economic operators will compete on quality criteria only whereby price is fixed. Those bidders who are prepared to accept the fixed rate of GBP 440,000 per annum will be awarded 40%. Any bidder who is not prepared to accept this rate will be awarded 0%. Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any links to this type of activity may cause your tender to be rejected.

Re: ESPD Q2B, complete information for all company directors, using home address.

TUPE – The incoming Contractor is responsible for obtaining legal and professional advice about relevant TUPE implications.

CONFIDENTIALITY - All information supplied by the Authority must be treated in confidence and not disclosed to third parties except

insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom of

Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities' information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is required to provide information to any person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in the

Supplement to the Official Journal of the European Union in accordance with EU directives or elsewhere in accordance with the requirements of UK government policy on the disclosure of information relating to government contracts.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

(SC Ref:727492)

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

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

Livingston Sheriff Court and Justice of the Peace Court

Howden South Road

Livingston

EH546FF

Country

United Kingdom