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Tender

## **Advice and Information Services**

Borough Council of King's Lynn & West Norfolk

F02: Contract notice

Notice identifier: 2024/S 000-011343

Procurement identifier (OCID): ocds-h6vhtk-045080

Published 8 April 2024, 7:05pm

## **Section I: Contracting authority**

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

Borough Council of King's Lynn & West Norfolk

Kings Court, Chapel Street

Kings Lynn

PE30 1EX

### **Contact**

Procurement Team

### **Email**

[procurementtenders@West-Norfolk.gov.uk](mailto:procurementtenders@West-Norfolk.gov.uk)

### **Telephone**

+44 1553616200

**Country**

United Kingdom

**Region code**

UKH16 - North and West Norfolk

**National registration number**

E07000146

**Internet address(es)**

Main address

<https://www.west-norfolk.gov.uk>

Buyer's address

<https://www.west-norfolk.gov.uk>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Kings-Lynn:-Social-work-services-without-accommodation./25GNW5569C>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Advice and Information Services

Reference number

BCKLWN307

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

- 85312000 - Social work services without accommodation

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

Services

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

The Borough Council of Kings Lynn and West Norfolk intends to let a multi lot contract for the provision for an information, advice and support service in the borough, covering Housing and Homelessness and Debt advice, money advice and income maximisation

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

Value excluding VAT: £300,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

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

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

Housing and Homelessness

Lot No

1

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

- 85312000 - Social work services without accommodation

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

NUTS codes

- UKH16 - North and West Norfolk

Main site or place of performance

North and West Norfolk

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

The Borough Council of Kings Lynn and West Norfolk intends to let a multi lot contract for the provision for an information, advice and support service in the borough, covering Housing and Homelessness and Debt advice, money advice and income maximisation

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

Quality criterion - Name: Method Statement One / Weighting: 40

Quality criterion - Name: Contract Implementation / Weighting: 15

Quality criterion - Name: Method Statement Two / Weighting: 15

Quality criterion - Name: Relevant Skills and Experience / Weighting: 10

Cost criterion - Name: Total Fixed Annual Rate / Weighting: 20

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

Value excluding VAT: £180,000

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

## **system**

Start date

1 July 2024

End date

30 June 2027

This contract is subject to renewal

Yes

Description of renewals

Following expiration of the initial term or extension period (up to 24 months) the contract will be renewed.

### **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) Description**

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

Debt Advice, Money Advice and Income Maximisation

Lot No

2

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

- 85312000 - Social work services without accommodation

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

NUTS codes

- UKH16 - North and West Norfolk

Main site or place of performance

North and West Norfolk

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

The Borough Council of Kings Lynn and West Norfolk intends to let a multi lot contract for the provision for an information, advice and support service in the borough, covering Housing and Homelessness and Debt advice, money advice and income maximisation

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

Quality criterion - Name: Method Statement One / Weighting: 40

Quality criterion - Name: Contract Implementation / Weighting: 15

Quality criterion - Name: Method Statement Two / Weighting: 15

Quality criterion - Name: Relevant Skills and Experience of Project Team / Weighting: 10

Cost criterion - Name: Total Fixed Cost of Stage Optional Extras / Weighting: 20

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

Value excluding VAT: £120,000

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

Start date

1 July 2024

End date

30 June 2027

This contract is subject to renewal

Yes

Description of renewals

Following expiration of the initial term or extension period (up to 24 months) the contract will be renewed.

#### **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

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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

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

Date

13 May 2024

Local time

12:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

14 May 2024

Local time

12:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 6 months prior to expiration

### **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**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Kings-Lynn:-Social-work-services-without-accommodation./25GNW5569C>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/25GNW5569C>

GO Reference: GO-202448-PRO-25713495

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

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

Borough Council of Kings Lynn and West Norfolk

Kings Court, Chapel Street

Kings Lynn

PE30 1EX

Telephone

+44 1553616200

Country

United Kingdom