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Tender

Provision of Enfield Holiday Activities and Food Programme (HAF)

London Borough of Enfield

F02: Contract notice

Notice identifier: 2023/S 000-011824

Procurement identifier (OCID): ocds-h6vhtk-03c3f5

Published 25 April 2023, 1:36pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Enfield

B Block South, Civic Centre

Enfield

EN1 3ES

Contact

Matthew Jones, Procurement Services

Email

procurement.support@enfield.gov.uk

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

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

Buyer's address

<https://www.londontenders.org/>

I.3) Communication

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

<https://www.londontenders.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.londontenders.org/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Enfield Holiday Activities and Food Programme (HAF)

Reference number

DN631293

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 contracting authority needs to establish an appropriate vehicle to utilise experienced and pre-qualified organisations to provide grant funded places at holiday clubs during the longer school holidays.

These holiday club places will provide children with at least one nutritious hot meal each day, as well as a range of physical and enriching activities. This programme is targeted at school-aged children from reception to year 11 (inclusive) who receive benefits-related free school meals.

This funding will be dispensed from the Holiday Activities and Food (HAF) programme grant that has been allocated to London Borough of Enfield by the Department for Education (DfE).

There will be no form of exclusivity or volume that is guaranteed under the resultant Framework Agreement and the contracting authority will be entitled to enter into other contracts and arrangements with other suppliers for the provision of any, or all, of the requirements which are the same as, or similar to those specified under the established Framework Agreement.

II.1.5) Estimated total value

Value excluding VAT: £5,500,000

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 – Universal HAF provision with 12% of spaces for children and young people with low level SEND

Lot No

1

II.2.2) Additional CPV code(s)

- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

The contracting authority requires a HAF arrangement to provide a wide range of opportunities for eligible children and young people (CYP) to take part in, that are local to where they live, and could be:

- Face-to-face activities providing a range of activities; for at least four hours per day
- Provision could include ‘open access’ activities that do not require advance booking, providing that the activity is targeted to geographic areas of highest need for the age group
- An offer for children and young people who have SEND; this could include more specialist provision that is exclusively for children with SEND

Organisations will be able to apply to run provision exclusively for HAF eligible children or offer several places within an existing provision that also offers paid places.

HAF services shall take place during the Easter, Summer and Winter school holidays each year for a total of 6 weeks:

- Easter = 1 week (4 days)
- Summer = 4 weeks (16 days)
- Winter = 1 week (4 days)

Therefore, the contracting authority requires a good range of suitably qualified providers to cover locations across the borough of Enfield with a maximum of 40 providers being appointed under this Lot (Lot 1) in line with the procurement documents.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £4,700,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Any renewal will be dependent on DfE funding beyond the term of this proposed Framework Agreement.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will run for a period of 2 years, with an option to extend annually up to a further two years at the contracting authority's full discretion.

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

Any questions relating to this procurement must be made via the messaging facility in the London Tenders Portal.

II.2) Description

II.2.1) Title

Lot 2 – Specialist HAF provision for children and young people with targeted or specialist special educational needs and / or disabilities (SEND)

Lot No

2

II.2.2) Additional CPV code(s)

- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

The contracting authority requires a HAF arrangement to provide a wide range of opportunities for eligible children and young people (CYP) to take part in, that are local to where they live, and could be:

- Face-to-face activities providing a range of activities; for at least four hours per day
- Provision could include 'open access' activities that do not require advance booking, providing that the activity is targeted to geographic areas of highest need for the age group
- An offer for children and young people who have SEND; this could include more specialist provision that is exclusively for children with SEND

Organisations will be able to apply to run provision exclusively for HAF eligible children or offer several places within an existing provision that also offers paid places.

HAF services shall take place during the Easter, Summer and Winter school holidays each year for a total of 6 weeks:

- Easter = 1 week (4 days)
- Summer = 4 weeks (16 days)
- Winter = 1 week (4 days)

Therefore, the contracting authority requires a good range of suitably qualified providers to cover locations across the borough of Enfield with a maximum of 5 providers being appointed under this Lot (Lot 2) in line with the procurement documents.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £800,000

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

Any renewal will be dependent on DfE funding beyond the term of this proposed Framework Agreement.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Framework Agreement will run for a period of 2 years, with an option to extend annually up to a further two years at the contracting authority's full discretion.

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

Any questions relating to this procurement must be made via the messaging facility in the London Tenders Portal.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

Date

1 June 2023

Local time

12:00pm

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

English

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

1 June 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

This procurement process is being undertaken using the electronic tendering system 'London Tenders Portal' (url: <https://www.londontenders.org/>).

The procurement is being run as a one stage process — which includes the core elements of the Standard Selection Questionnaire (SQ). Suppliers will need to register an interest on the London Tenders Portal and submit a tender submission no later than 12:00 Noon, 01 June 2023 in order to participate and registration is free. Tender submissions cannot be uploaded after the return deadline.

The estimated total value given at II.1.5) is for the full duration of the Framework Agreement, which is up to four (4) years. The estimated annual contract value across the Lots is approximately 1,375,000 GBP.

The Contracting Authority reserves the right at any time to vary the timescales in this notice, cease the procurement process and not award Framework Agreement or to award only part of the opportunity described in this notice. If the Contracting Authority takes up any of these rights then it will not be responsible for, or pay the expenses or losses, which may be incurred by any candidate or tenderer as a result. Economic operators are solely responsible for their costs and expenses incurred in connection with the preparation of their tender submissions and all stages throughout the procurement. Under no circumstances will the Contracting Authority be liable for costs or expense borne by the economic operators.

The services advertised in this notice fall under the services listed in Annex XIV to Directive 2014/24/EU of the European Parliament and of the Council and chapter 3 of The Public Contracts Regulations 2015. The procurement process that will apply to the services is specified in the procurement documents accordingly.

VI.4) Procedures for review

VI.4.1) Review body

High Court, Royal Courts of Justice

Strand

London

WC2A 2LL

Telephone

+44 20794760000

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will incorporate a minimum 10 calendar days (when using electronic means) standstill period at the point information on the award of the Framework Agreement is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Framework Agreement before a contract is executed/signed (as appropriate).

The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or 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 brought promptly and within the time limits as defined in the above regulations. Where a Framework Agreement has not been entered into 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 the Framework Agreement has been entered into the court has the options to award damages and/or to shorten or order the Framework Agreement ineffective.

VI.4.4) Service from which information about the review procedure may be obtained

High Court, Royal Courts of Justice

Strand

London

WC2A 2LL

Telephone

+44 20794760000

Country

United Kingdom