

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/011947-2021>

Tender

## **Temporary Accommodation & Associated Services Flexible Purchasing System**

The City of Edinburgh Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2021/S 000-011947

Procurement identifier (OCID): ocids-h6vhtk-028fbf

Published 28 May 2021, 10:44am

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

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

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

#### **Contact**

Hannah Dobby

#### **Email**

[hannah.dobby@edinburgh.gov.uk](mailto:hannah.dobby@edinburgh.gov.uk)

#### **Telephone**

+44 1314693536

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00290](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

**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**

Temporary Accommodation & Associated Services Flexible Purchasing System

Reference number

CT0627

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

- 85300000 - Social work and related services

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

Services

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

The City of Edinburgh Council is looking to establish a flexible purchasing system for temporary accommodation, this will be a long-term opportunity with the aim to increase Edinburgh's capacity for temporary accommodation. The Council require accommodation and associated services which are tailored to resident's needs, can adapt by flexing capacity whilst having a focus on value for money and allows continued change and improvement.

The purchasing system will comprise of the following Categories;

Category 1 - Temporary Accommodation with Access to Visiting Support.

(Private Rented Accommodation, Home Share & Shared House)

Category 2 - Temporary Accommodation with Residential Support.

(Supported Lodgings & Shared House inclusive of Support)

Category 3 - Emergency Accommodation with Access to Visiting Support.

Category 4 - Associated Services.

Please note, providers will not be required to have a property currently available to engage with the opportunity - unless applying for Category 3.

The Council will be using the PCS-Tender online portal to run and manage the opportunity, and as such strongly encourage interested potential providers to attend training on the operation of the purchasing system and PCS-T.

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

Value excluding VAT: £430,000,000

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

This contract is divided into lots: Yes

## **II.2) Description**

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

Temporary Accommodation with Access to Visiting Support

Lot No

1

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

- 85310000 - Social work services
- 85311000 - Social work services with accommodation

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

NUTS codes

- UKM75 - Edinburgh, City of

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

Providers will be required to provide accommodation and property management only. Which should allow access to visiting support services if required by residents.

This category is designed to provide accommodation, through various types of

accommodation to households who are assessed as homeless.

Sub-Categories will be used to further detail the requirements for the specific types of accommodation. Temporary Accommodation which the Council has an immediate need for (please see individual specifications for more information);

- Private Rented Accommodation

- Home Share

- Shared House (preferred Shared House Accommodation would be self-contained flats within a block).

There may be further sub-categories added at a later date, this will be clearly communicated and operated in line with the Council's requirements and preferred forms of accommodation.

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

Duration in months

120

## **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**

Please see Bidder Guidance Document for more information on the operation of the Purchasing System and how to apply.

## **II.2) Description**

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

Temporary Accommodation with Residential Support

Lot No

2

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

- 85310000 - Social work services
- 85311000 - Social work services with accommodation

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

NUTS codes

- UKM75 - Edinburgh, City of

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

This category is designed to provide accommodation with access to residential support. The level of support required may vary per sub-category.

Sub-Categories will be used to further detail the accommodation and support requirements for each method of delivery. Temporary Accommodation which the Council has an immediate need for (please see individual specifications for more information);

- Supported Lodgings
- Shared House inclusive of Support

Accommodation with Residential Support will be appropriate for the general homeless population, however some requirements may also require highly specialised support, for specific groups of service users such as;

- age specific
- sex specific
- substance misuse
- domestic abuse experienced
- providers may stipulate if offering a specialised service, which will only be agreed by the Council if required.

There may be further sub-categories added in future, this will be clearly communicated and operated in line with the Council's requirements and preferred forms of accommodation.

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

Duration in months

120

**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**

Please see Bidder Guidance Document for more information on the operation of the Purchasing System and how to apply.

**II.2) Description****II.2.1) Title**

Emergency Accommodation with Access to Visiting Support

Lot No

3

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

- 85310000 - Social work services
- 85311000 - Social work services with accommodation

**II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

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

Where possible, preferred temporary accommodation is self contained for each household or if in shared accommodation has access to facilities such as laundry and kitchen. If there is not enough accommodation to meet demand in Category 1 or Category 2, the Council will seek to procure emergency accommodation. This would be suitable for B+B's, Guest Houses and Hotels who are able to make a number of rooms or their whole property available for a period of time or on an ad hoc basis as agreed with the Council.

Due to the nature of this requirement, providers must have a property identified in order to apply for this Category.

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

Duration in months

120

### **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**

Please see Bidder Guidance Document for more information on the operation of the Purchasing System and how to apply.

## **II.2) Description**

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

Housing Support, Advice and Support Services

Lot No

4

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

- 85310000 - Social work services
- 85311000 - Social work services with accommodation
- 85312000 - Social work services without accommodation

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

NUTS codes

- UKM75 - Edinburgh, City of



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

This will encompass a range of support services to those currently residing in Temporary Accommodation or threatened by homelessness. The requirement is mainly for support and advice services however may include elements of accommodation.

Future opportunities may include but are not limited to:

- Homelessness Prevention
- Visiting Housing Support
- Advice and Information
- Support and Advocacy

Support will be appropriate for the general homeless population, however some future requirements may also require highly specialised support for specific groups of service users, such as:

- Domestic Abuse experienced residents
- Adults
- Children
- substance misuse
- those of BAME backgrounds

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

Duration in months

120

## **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**

Please see Bidder Guidance Document for more information on the operation of the

Purchasing System and how to apply.

---

## **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

##### **Category 1 & 3**

Providers must hold or commit to obtaining the following in order to receive Call-Off Contracts.

- Employers Liability Insurance (5 million GBP)
- Public Liability Insurance (10 million GBP)
- Building Insurance & Licenses (in accordance with property requirements)
- HMO License (if required)
- Standard Disclosure for all relevant staff.
- In addition, providers must satisfy the Council's financial probity assessment.

##### **Category 2 & 4**

Providers must hold or commit to obtaining the following in order to receive Call-Off Contracts.

- Employers Liability Insurance (5 million GBP)
- Public Liability Insurance (10 million GBP)
- Building Insurance & Licenses (in accordance with property requirements)
- HMO License (if required)
- PVG Clearance for all relevant staff

- Care Inspectorate Registration, of at least Grade 4. (if required).
- In addition, providers must satisfy the Council's financial probity assessment

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Please see contract specific KPI information contained within the relevant specifications.

### **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) Form of procedure**

Procedure involving negotiation

#### **IV.1.3) Information about a framework agreement**

The procurement involves the establishment of a framework agreement

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

Contract is being operated as a Flexible Purchasing System under the Light Touch Regime and therefore will have a term of 10 years.

#### **IV.1.10) Identification of the national rules applicable to the procedure**

Information about national procedures is available at:

<https://www.legislation.gov.uk/ssi/2015/446/contents/made>

#### **IV.1.11) Main features of the award procedure**

Category 1 - 20% quality, 80% cost

Category 2 - 40% quality, 60% cost

Category 3 - 20% quality, 80% cost

Category 4 - 40 - 70% quality, 60 - 30% cost (dependent on requirement)

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

### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-002153](#)

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

Date

1 July 2021

Local time

11:00am

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

English

---

## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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

Interested providers are encouraged to attend a free training event with The City of Edinburgh Council in partnership with the Supplier Development Programme. The training will cover how to use PCS-T to apply to the Temporary Accommodation & Associated Services Flexible Purchasing System.

The event is taking place on 9th June 2021 from 10:30am - 12:00pm.

To register please visit: <https://www.sdpScotland.co.uk/events/the-city-of-edinburgh-council-temporary-accommodation-1127/>

Please see additional information in the attached documentation and utilise the Q&A function if you have any questions.

Please note; the information contained within this notice and attached documents is subject to further development and change.

Please note; the establishment of a Flexible Purchasing System will act as platform for the future procurement of temporary accommodation and as such is not a guarantee of any work or financial commitment.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 18459. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

The Community Benefits sought through this contract will be proportionate to individual

provider's annual contract value. Community Benefits should be to the benefit of the Community as whole however the Council will actively aim to secure Community Benefits which aide in the implementation of the Council's Rapid Rehousing Transition Plan, where possible.

(SC Ref:655240)

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

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

Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

A tenderer that suffers loss as a result of a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or the Court of Session. The City of Edinburgh Council (the Council) will have a minimum standstill period of 10 days before awarding the contract. The communication of the award decision notice will be sent by fax or e-mail to all tenderers with the standstill period commencing on the next day. If proceedings are started in the Sheriff Court or the Court of Session against the Council in respect of the decision to award the contract within the standstill period then the Council is prevented from awarding the contract. Post contract award the Sheriff Court or the Court of Session may (1) award damages provided proceedings are brought within 3 months from the date when the grounds for the bringing of the proceedings first arose (2) be entitled to issue an ineffectiveness order or impose a financial penalty on the Council. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the FTS or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.