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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

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

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+Bs, 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.