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Tender

## **Aberdeen City Advocacy Services**

Aberdeen City Council

F21: Social and other specific services – public contracts

Prior information notice with call for competition

Notice identifier: 2023/S 000-012019

Procurement identifier (OCID): ocds-h6vhtk-03c46d

Published 26 April 2023, 3:00pm

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

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

Aberdeen City Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Contact**

Catherine King

#### **Email**

[catking@aberdeencity.gov.uk](mailto:catking@aberdeencity.gov.uk)

#### **Telephone**

+44 07789270645

#### **Country**

United Kingdom

**NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00231](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231)

**I.3) Communication**

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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://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

[www.publictendersscotland.publiccontractsscotland.gov.uk](http://www.publictendersscotland.publiccontractsscotland.gov.uk)

**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**

Aberdeen City Advocacy Services

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

- 85000000 - Health and social work services

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

Services

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

Aberdeen City Health and Social Care Partnership have a future service requirement for a service to provide a flexible, responsive and effective independent advocacy service in accordance with Scottish Independent Advocacy Alliance principles, standards and codes of practice. The service will support the Partnership's statutory duties to provide independent advocacy services to adults from different client groups in different circumstances including those with: a mental disorder; a learning disability; those who are using drugs and/or alcohol; or those such as unpaid carers; and individuals involved in the Adult Support & Protection process.

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

Value excluding VAT: £2,012,507

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

This contract is divided into lots: No

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

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

- 85000000 - Health and social work services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen City

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

Aberdeen City Health and Social Care Partnership have a future service requirement for a service to provide a flexible, responsive and effective independent advocacy service in accordance with Scottish Independent Advocacy Alliance principles, standards and codes of practice. The service will support the Partnership's statutory duties to provide independent advocacy services to adults from different client groups in different circumstances including those with: a mental disorder; a learning disability; those who are using drugs and/or alcohol; or those such as unpaid carers; and individuals involved in the Adult Support & Protection process. The type of advocacy support offered will depend on the needs of the individual and their circumstances but may take the form of individual; group or collective; or non-instructed advocacy.

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

Value excluding VAT: £2,012,507

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

Start date

1 October 2023

End date

30 September 2028

#### **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**

The contract duration and estimated contract value includes an initial three year contract term, and two optional one year extensions

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## **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

The Provider shall be a member of the Scottish Independent Advocacy Alliance (SIAA).

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services as described. A minimum of two examples will be required.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Form of procedure**

Open procedure

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

#### **IV.2.2) Time limit for receipt of expressions of interest**

Date

9 June 2023

Local time

5:00pm

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

English

#### **IV.2.5) Scheduled date for start of award procedures**

9 June 2023

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## Section VI. Complementary information

### VI.3) Additional information

1. The Council shall obtain a Creditsafe credit check and will score bidders accordingly:

71 - 100 Very Low Risk – Accept

51 - 70 Low Risk - Accept

30 - 50 Moderate Risk – subject to further discussion internally with the option to reject.

21-29 High Risk – subject to further discussion internally with the option to reject.

1-20 Very High Risk – Reject.

\*The following applies if no credit check can be undertaken:

2. Please state current turnover (if contract value is over 50% of reported turnover, further discussion will be had internally with the option to reject).

3. If you are under no obligation to publish accounts on Companies House and/or do not have a comprehensive credit rating then provide audited financial accounts for the previous two years. Both quick and current ratios should be a minimum of 1:1.5 for the two successive years. Bidders whose ratios do not meet the minimum criteria will be rejected. Bidders who can provide audited accounts but chose not to do so shall be rejected.

4. Bidders who have been trading for less than one year and cannot provide audited accounts must submit the cash flow for the current year and a letter from the bank outlining the current cash and credit position for the current year and subsequent year. This will be subject to internal discussion with the option to reject.

5. If bidder still does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their submission is supported by a parent company guarantee.

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's Liability Insurance = 10m

Public Liability Insurance = 5m

(add any others in the same format)

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24052.

For more information see:

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

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

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

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

Specific Community Benefits objectives for this procurement are as follows:

Fair Work First (FWF)

The Scottish Public Sector is committed to the delivery of high quality public services, and recognises that this is critically dependent on a workforce which is well-rewarded, well-motivated, well-led, has access to appropriate opportunities for training and development, is diverse and inclusive, and can influence decision making. These factors are also important for workforce recruitment and retention, and thus continuity of service delivery.

Innovation/Case Studies

A case study could include an example of best practice or significant achievement on the project; an example of how innovation has been demonstrated or examples of positive outcomes resulting from the delivery of community benefits. Case studies can touch upon any areas of additional enhancement to project delivery, final product to the Council and/or end user. Case studies can include testimonials from placement participants (including under-represented groups such as disabled persons or care leavers”), address fair work practices, 3rd sector/community assistance or collaboration or general innovation. Can be regarded as an extended press release (available for the Council to use in further communications). The submission and frequency will follow the Contract Management Framework reporting agreement.

Carbon Reduction

Scotland's Climate Change Declaration and Aberdeen City Council's ambitions to become a climate positive city and move towards a just transition to a net-zero, green, wellbeing economy represent key local and national priorities.

(SC Ref:730279)

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

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

Aberdeen Sheriff Court

Aberdeen

Country

United Kingdom