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Tender

Swindon Short Breaks Activity Centre

Swindon Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-012059

Procurement identifier (OCID): ocids-h6vhtk-02b68d

Published 28 May 2021, 4:41pm

Section I: Contracting authority

I.1) Name and addresses

Swindon Borough Council

Swindon Borough Council, Civic Offices, Euclid Street

Swindon

SN1 2JH

Contact

Mr Paul Greenhood

Email

PGreenhood@swindon.gov.uk

Telephone

+44 7815585790

Country

United Kingdom

NUTS code

UKK14 - Swindon

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://www.supplyingthesouthwest.org.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.supplyingthesouthwest.org.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

Swindon Short Breaks Activity Centre

Reference number

DN547298

II.1.2) Main CPV code

- 85310000 - Social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Swindon Short Breaks Activity Centre

Swindon Borough Council invites expressions of interest from suitably qualified and experienced service providers for the provision of Swindon Short Breaks Activity Centre.

Project Description

Swindon Short Breaks Activity Centre is a premises based scheme based at Upper Shaw Community Centre to support children living in Swindon aged 5-18 with additional needs, including but not limited to :

1. Children with Special Educational Needs and Disabilities (SEND)
2. Disabled Children
3. Children accessing Swindon Borough Council's Aiming High service

The service includes after school, weekend and school holiday provision delivered in a variety of ways dependent on the child/young person and their needs. The service will also operate in the community to access mainstream leisure provision.

The service will also need to provide transport to those who require support with attending, subject to availability.

The property that the service is provided in is a SBC owned property. The lease for this property will fall as part of the contract. The heads of terms are included in the tender pack, however once the contract is awarded to the winning provider the terms of the lease can be negotiated with the Council's property department. This allows providers to work

with the Council on terms that are mutually beneficial for both parties and will include detail such as maintenance and repairs of the property, rental value, term of the lease and sub-letting permissions.

The lease will be linked to the service contract, break clauses will be enacted should the service contract end or be terminated these options will be offered to all bidders in the tender.

Aims and Objectives of the Service

Short breaks are intended to have positive benefits for both disabled children and young people and their parents and carers. Short breaks have a dual purpose:

1. The main aims of short break services are to provide disabled children and young people the opportunity to:

- spend time away from their parents and carers
- relax and have fun with their friends
- develop their independence

2. They also give families an opportunity to:

- have a break from their caring responsibilities
- rest and unwind - spend time with other members of their family.

The Short Breaks service can include day, evenings and weekend activities and will be required to take place at Upper Shaw Farm Community Centre or in the community to access universal services with appropriate support that is tailored to the individual(s) needs to be inclusive.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85322000 - Community action programme
- 85323000 - Community health services

II.2.3) Place of performance

NUTS codes

- UKK14 - Swindon

II.2.4) Description of the procurement

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The initial contract term will be for 36 months with an option to extend for a further 24 months (in 2x 12 month extensions) for a potential total contract term of 5 years as stated in the ITT documents.

Estimated contract spend of up to £714,462.51 for the initial contract period of 3 years as this is a pay per use contract, therefore Childrens Services will only pay for hours used.

Estimated contract spend is £1.3million across the potential total 5 year contract term.

Full details relating to the services are provided in the tender documents.

To participate, Suppliers will need to Register as a Supplier with ProContract, www.supplyingthesouthwest.org.uk , then Register an Interest before obtaining access to the tender documents.

In the event of difficulties registering as a supplier, please refer to the System Administrator Proactis support team ProContractSuppliers@proactis.com

Tender clarifications to be submitted in writing via Messaging in ProContract tender portal by 16th June 2021 1500 hrs UK Local time. The Council's responses to these clarification questions will be issued on the ProContract tender portal.

Tender Responses are required to be submitted no later than Monday 28th June 2021, 12:00 hrs UK Local time via ProContract tender portal -

<https://www.supplyingthesouthwest.org.uk/>.

Please note that this project has been advertised on Find a Tender Service and Contracts Finder however, Supplying the South West Portal,

<https://www.supplyingthesouthwest.org.uk/> is the only portal that includes all the relevant documents required to respond to this opportunity, bearing Project Id: DN547298

No Tender submissions will be considered without completing the tender documents in full including attachments and returning them in alignment with the instructions within the tender documents.

II.2.5) Award criteria

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

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

Duration in months

60

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The initial contract period is for three years with an option to extend for a further two period of twelve months.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

In the procurement documents

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: No

IV.2) Administrative information

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

Date

28 June 2021

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

28 June 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Swindon Borough Council

Swindon

Country

United Kingdom