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Tender

Short Breaks Framework

Harrow Council

F02: Contract notice

Notice identifier: 2022/S 000-012118

Procurement identifier (OCID): ocds-h6vhtk-0335f3

Published 10 May 2022, 11:51am

Section I: Contracting authority

I.1) Name and addresses

Harrow Council

Civic Centre

Harrow

HA1 2XY

Contact

Mr Daniel Rinn

Email

daniel.rinn@harrow.gov.uk

Telephone

+44 2088635611

Country

United Kingdom

NUTS code

UKI74 - Harrow and Hillingdon

Internet address(es)

Main address

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

Buyer's address

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

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

Short Breaks Framework

Reference number

DN608465

II.1.2) Main CPV code

- 98000000 - Other community, social and personal services

II.1.3) Type of contract

Services

II.1.4) Short description

This Framework is for the provision of Short Breaks for Children and Young People With Disabilities and is divided into 3 lots.

Lot 1: Specialist group-based play and leisure activities

Lot 2: Day and Overnight Care

Lot 3: Community Based Provision

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

Specialist group-based play and leisure activities

Lot No

1

II.2.2) Additional CPV code(s)

- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

These activities will ensure that children and young people have access to specially designed play provision. These activities should offer children and young people a safe and stimulating environment that supports them to make friends, develop new skills, improve outcomes and participate in fun and exciting activities.

These group-based activities could be planned and structured, as well as unstructured programmes and/or one-off events. This could include play-schemes, Saturday clubs, youth and after-school clubs.

The provision should be appropriate to the needs of the service user and must be child/young person centred, enjoyable and stimulating.

Specialist Group based and leisure activities could include, but is not limited to:

- Play services – Group based activities
- Youth services – Group based activities
- Overnight activity breaks – Group based experiences
- Sports activities – Individual/group based activities
- A social space for young people to 'Chill out'

On the whole, most services will be accessed in advance and in good time. Due to the nature of the client group, on occasion services will be required in an emergency. Therefore, we will require providers to be responsive to the demands and needs of service users when required

II.2.5) Award criteria

Quality criterion - Name: Quality Criteria / Weighting: 50

Price - Weighting: 50

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

The Framework Agreement has a 2 year initial term and then 2, 1 year extension options (2+1+1).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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) Description

II.2.1) Title

Day and overnight childcare

Lot No

2

II.2.2) Additional CPV code(s)

- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

The children and young people accessing residential short breaks will have often been referred to the service following a family crisis or problem such as a family illness, the child's behaviour, or parents/carers needing a break.

The main aim of residential short breaks is to offer single or multiple overnights. Respite care is usually arranged on a planned basis, but it may be arranged quickly in an emergency situation.

Residential services will be expected to provide a homely environment where safety, security, and wellbeing are paramount while encouraging socialisation and life skills.

Appropriate accommodation/ premises that is safe and in accordance with legal requirements for provision of overnight care

The services provided should be person centred and include the needs of each child and young person as outlined in the care plan. Services should be planned in conjunction with disabled children, young people and their families, but must include:

- Healthy meals and snacks - including any dietary and/or cultural requirements
- A range of appropriate individual and/or group activities - including providing transport and access to community based activities
- The safe handling and administration of medicines - in accordance with legislation and guidance and individual requirements
- Intimate and personal care – in accordance with the disabled child or young person's individual needs.

Providers will be required to provide transport to the service for children and young people with a disability from both their place of residence and/or school if parents and carers are unable to. The provider will also be required to provide transport to outings and activities and may be required to support transport arrangements in exceptional circumstances.

The provider will be required to work in close partnership with children and young people with a disability and their parents/carers and other professionals to deliver a consistent, comprehensive and flexible service to meet the needs of the individual within the family

environment and in the community.

The service should be provided during the following times:

After school visits:

– 2 hours: Monday to Friday term times typically between the hours of 4pm and 6pm for children and young people aged 5-18

Day care:

– Up to 6 hours: Saturday, Sundays and school holidays typically between the hours of 10am and 6pm for children and young people aged 0-18

Overnight stay:

– 24 hours: Fridays, Saturdays and school holidays between the hours of 4pm and 4pm for children and young people aged 0-18

– The service will be provided throughout the year (Every day of the week, 52 weeks per annum).

– In an emergency (e.g. not pre-booked or at short notice).

II.2.5) Award criteria

Quality criterion - Name: Quality Criteria / Weighting: 50

Price - Weighting: 50

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

Duration in months

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This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement has a 2 year initial term and then 2, 1 year extension options (2+1+1).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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) Description

II.2.1) Title

Community Based Provision

Lot No

3

II.2.2) Additional CPV code(s)

- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UKI74 - Harrow and Hillingdon

II.2.4) Description of the procurement

Community based activities for individuals and/or groups with a range of activities that could include, but is not limited to:

- Swimming
- Sailing
- Cinema visits
- Live Concerts

- Live football matches
- Camping
- Live cricket match
- Going to restaurants
- Going to Theatre
- Beach
- Zoo
- Transition services – Preparing young people for adulthood
- Mentors to support young adults into employment

This service will support disabled children and young people to minimise the barriers they face and to provide opportunities for their inclusion into mainstream and universal activities of their choice within their local communities.

Parents and carers are expected to meet the costs of any refreshments and/or activities that take place during the short break for their child or young person and will be responsible for ensuring their child is at any allocated meeting point.

These services could include, but are not limited to, one or more of the following:

- access to leisure and community activities
- life skills
- transition support
- social and communication
- attending appointments and meetings
- low level health care tasks not requiring a nursing qualification
- personal and intimate care

On the whole, most services will be accessed in advance and in good time. Due to the nature of the client group, on occasion services will be required in an emergency.

Therefore, we will require providers to be responsive to the demands and needs of service users when required.

II.2.5) Award criteria

Quality criterion - Name: Quality Criteria / Weighting: 50

Price - Weighting: 50

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

The Framework Agreement has a 2 year initial term and then 2, 1 year extension options (2+1+1).

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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

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 a single operator

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

N/A

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

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

Date

10 June 2022

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

10 June 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Royal Court of Justice

Strand London

WC2A 2LL

Country

United Kingdom