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Tender

## **Provision of Community Connectors to Work with GP Practices in South and East Cardiff Locality**

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

F02: Contract notice

Notice identifier: 2024/S 000-012549

Procurement identifier (OCID): ocids-h6vhtk-04531b

Published 17 April 2024, 4:27pm

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

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

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

4-5 Charnwood Court,, Heol Billingsley, Parc Nantgarw

Cardiff

CF15 7QZ

#### **Email**

[ben.evans4@Wales.nhs.uk](mailto:ben.evans4@Wales.nhs.uk)

#### **Telephone**

+44 1443848585

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Community Connectors to Work with GP Practices in South and East Cardiff Locality

Reference number

CAV-FTS-55864

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

- 85323000 - Community health services

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

Services

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

The NHS Wales Shared Services Partnership, hosted by Velindre NHS Trust are acting on behalf of Cardiff

and Vale University Local Health Board who are seeking to award a contract for Provision of Community Connectors to Work with GP Practices in South and East Cardiff Locality.

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

Value excluding VAT: £539,634.33

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

This contract is divided into lots: No

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

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

- 85323000 - Community health services

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

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

Cardiff and Vale University Health Board are seeking the provision of a team of community connectors to work at GP Practice level, to provide a mechanism for sign posting and directing identified patients (over the age of 18 years) to appropriate community support groups/networks and services specific to their social and wellbeing needs. This contract will be geographically focused on the three clusters within the Southern arc of Cardiff: Cardiff East (4 GP practices), Cardiff Southeast (8 GP practices) and City and South Cardiff Cluster (6 practices). The total population of the three clusters is 164,170. Much of this population is made up by BAME communities and other hard to reach groups including Travelers, the Homeless, Sex Workers, and Asylum Seekers.

Key elements of the requirement include:

- Each cluster will have a designated community connector, who will be active in the practices and available Monday to Friday, building a robust working relationship with the practice staff. They will also be required to share information on a weekly or bi-weekly basis, especially outcomes of patient involvement.
- GP staff can refer patients to community connectors, who can then signpost to wider third sector organisations and act as experts on these services. They can also accept self-referrals from patients registered at the practice.
- Community Connectors will act as an expert resource to practice based staff and be responsible for supporting the individuals to contact or access services or, where necessary make referrals on behalf of the patient / individual.
- The model that is introduced in each of the three clusters will need to be bespoke to the cultural and socio-economic needs of the populations served- this includes consideration of language needs.
- There must be appropriate management of safeguarding issues.
- The Community Connectors should act as a main point of contact for patients should they have any queries following their signposting.

#### **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**

Start date

1 July 2024

End date

30 June 2026

This contract is subject to renewal

Yes

Description of renewals

With option to extend for an additional 12 months to 30th June 2027 at the sole discretion of the Cardiff and Vale University Local Health Board.

#### **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

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### **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

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## **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: Yes

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

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

Date

8 May 2024

Local time

12:00pm

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

English, Welsh

#### **IV.2.7) Conditions for opening of tenders**

Date

8 May 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Bidders should note that they will be required to enter into terms and conditions of contract as set out in the tender documents and that save for matters of clarification or consistency, the contracting authority will not negotiate the terms. The Contracting Authority is proposing to use the Open Procedure to conduct this procurement.

Velindre University NHS Trust will award the contract as hosts of NHS Wales Shared Services Partnership - Procurement Services. For the avoidance of doubt, Cardiff and Vale University Local Health Board will be entering into the contract with the appointed provider.

All tender costs and liabilities incurred by bidders shall be the sole responsibility of the bidders. The contracting authority reserves the right to award the Contract in whole or in part. The contracting authority reserves the right to pause, halt and/or annul the tendering process and not to award the Contract.

The Contract to which this procurement relates are funded via Welsh Government funding. Please refer to the invitation to tender for rights reserved to the contracting authority should the said funding cease or reduce.

Delivery of the requirement under the proposed Contract is on 1st July 2024.

To complete your formal proposal, please access the ITT via the Bravo eTender Wales portal where you will find a full suite of tender documentation.

1. Register your company on the eSourcing portal (this is only required once)

- Browse the eSourcing portal: <https://etenderwales.bravosolution.co.uk/> and click the link

to register

- Accept the Ts and Cs and click 'continue'
- Enter your correct business/user details

## 2. Express and interest in the tender

- Log into the portal with the username/password
- Click the 'ITT Open to all suppliers' link
- Click on ITT\_109777
- Click the 'express interest' button at the top of the page
- This will move the ITT into your 'my ITT's page (this is a secure area reserved for your projects only)
- You can now access any attachments by clicking 'buyer attachments' in the 'ITT details' box

## 3. Responding to the tender

- Click 'my response' under 'ITT details' and you can choose to 'create response' or to 'decline to respond' (please give a reason if declining)
- You can now use the 'messages' function to communicate with the buyer and seek any clarification
- Note the deadline for completion and then follow the on screen instructions to complete the tender response.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at [https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=140763](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=140763)

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

There are several opportunities for community benefits from this contract, that will help to achieve the wellbeing objectives as per the tender documentation.



(WA Ref:140763)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom