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Tender

DCAF-National Kinship Care Advice Service

Scottish Government

F02: Contract notice

Notice identifier: 2025/S 000-012883

Procurement identifier (OCID): ocds-h6vhtk-04d5fb

Published 3 April 2025, 3:39pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Contact

Sophie Stark

Email

sophie.stark@gov.scot

Telephone

+44 412425466

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

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://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>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DCAF-National Kinship Care Advice Service

Reference number

CASE/758852

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 Scottish Government has a requirement to place a contract with an external service provider for the provision of a National Kinship Care Advice Service.

The Scottish Government Children and Families Directorate, on behalf of the Care Experience and Whole Family Wellbeing division, wishes to commission a National Kinship Care Service. The purpose of the Service is to provide relevant support, and up to date advice and information, including peer support, specifically tailored to the needs of kinship carers and children and young people living in kinship care. The new service should also provide a platform for bringing kinship care families together and the sharing of practice between local authorities and other agencies.

II.1.5) Estimated total value

Value excluding VAT: £697,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The procurement will follow an Open Procedure.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must complete and reattach the SPD Supplier Response Form attached to SPD

questions 2C.1.1 (Technicians) and 2D.1.2 (Subcontractors) on PCS-T.

Scottish Government reserves the right to request this information from relevant parties upon whom the

main bidder will not rely to fulfil selection criteria.

4C.4 Bidders must confirm that they will include the standard clause in all contracts used in the delivery of the requirements, ensuring payment of subcontractors at all stages of the supply chain within 30 days and include a point of contact for subcontractors to refer to in the case of payment difficulties. This will require active monitoring of payment performance and provision of evidence and reporting to the Scottish Government on a regular basis. Bidders who fail to answer “Yes” to this question will not have their tender considered further.

4C.7 Light Touch: Bidders will be required to confirm that they will employ environmental management measures that meet the following requirements: Evidence that their organisation has taken steps to build their awareness of the climate change emergency and consideration of how they will respond. This should include details of planned projects and actions to reduce the bidder’s carbon emissions.

4C.10 Bidders will be required to confirm whether they intend to sub-contract and if so, for what proportion of the

contract.

Bidders must confirm that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage. Any tenderer who answers "No" to this question will not be subject to further evaluation.

Bidders will be required to complete a Supplier Assurance Questionnaire with a Moderate risk allocated. Suppliers must pass the initial questionnaire or provide a Cyber Implementation Plan.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

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

Start date

1 September 2025

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

One period of 12 months.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

There is a 12 month optional period that will be utilised at Scottish Ministers discretion.

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

List and brief description of selection criteria

Current Ratio of 1.1

The acceptable range for each financial ratio is:

1 April 2020: 31 March 2023

The ratio will be calculated as follows:

total current assets divided by total current liabilities.

Minimum level(s) of standards possibly required

Employer's (Compulsory) Liability Insurance = as required by law

Public Liability Insurance = 2,000,000 (2 million) GBP

Professional Risk Indemnity Insurance = 2,000,000 (2 million) GBP

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

It shall be a condition of the Contract that, if required by the Scottish Government, the appointed Service Provider shall deliver a validly

executed Parent Company Guarantee in the form set out in the tender documents.

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) 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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-002495](#)

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

Date

6 May 2025

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

6 May 2025

Local time

2:00pm

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

SPD will be scored on a pass/fail basis.

The contract award criteria will be Price 20%/Quality 80 %.

Question Scoring Methodology for Award Criteria outlined in invitation to tender:

0 — Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 — Poor. Response is partially relevant but generally poor. The response addresses some elements of the

requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be

fulfilled.

2 — Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the

requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 — Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good

understanding and provides details on how the requirements will be fulfilled.

4 — Excellent. Response is completely relevant and excellent overall.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria

for this procurement.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28636. 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:

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

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

The tenderer must provide a Community Benefits proposal that is relevant to the subject matter of this contract and supports the Scottish Ministers' commitment to contributing to the social, economic & environmental well-being of the people of Scotland, as described in the specification.

Tenderers should not provide details of any existing initiatives they already undertake as part of their day-to-day business and the community benefits proposed must be generated specifically for and as a result of this contract.

Tenderers should outline their intended outcomes, a method statement should be provided on how Tenderers propose to deliver on the proposal. This may be; employment, skills and training requirements which may include but not be limited to providing Community Workshops, Outreach and Education Programmes and Support Groups.

Proposals can be innovative but must be tangible and measurable, so that they can be monitored and reported throughout the contract.

(SC Ref:791516)

VI.4) Procedures for review

VI.4.1) Review body

Sherrif Court House

27 Chamber Street

Edinburgh

Country

United Kingdom