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Tender

## **PKC12230 - Intensive Housing Support Service Pilot in the Perth and Kinross Council Area**

Perth & Kinross Council

F02: Contract notice

Notice identifier: 2023/S 000-015056

Procurement identifier (OCID): ocids-h6vhtk-03cfb9

Published 26 May 2023, 11:11am

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

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

Perth & Kinross Council

2 High Street

Perth

PH1 5PH

#### **Contact**

Martin Smith

#### **Email**

[MBSmith@pkc.gov.uk](mailto:MBSmith@pkc.gov.uk)

#### **Telephone**

+44 1738475000

#### **Country**

United Kingdom

**NUTS code**

UKM77 - Perth & Kinross and Stirling

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00372](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00372)

**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**

Housing and community amenities

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**Section II: Object**

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

**II.1.1) Title**

## PKC12230 - Intensive Housing Support Service Pilot in the Perth and Kinross Council Area

Reference number

PKC12230

### **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**

Perth & Kinross Council ('the Council') seeking to appoint suitably qualified and experienced Supplier to commission an Intensive Housing Support Service to compliment Perth & Kinross Council's Home First approach to homelessness.

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

Value excluding VAT: £280,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKM77 - Perth & Kinross and Stirling

Main site or place of performance

Perth and Kinross Council Area

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

Perth & Kinross Council ('the Council') is seeking to appoint suitably qualified and experienced Supplier to commission an Intensive Housing Support Service to compliment

Perth & Kinross Council's Home First approach to homelessness.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The initial phasing of this contract is focusing on commissioning an Intensive Housing Support Service. Should this pilot be successful, and more funding becomes available, the Council may wish to extend the Contract. The Council will have the option of extending the Contract, in phases, for one further period of up to 1 year after the expiry of the initial term.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The Bidder must confirm that they are registered with the Care Inspectorate. Providers should refer to the Care Inspectorate guidance 'on applying to register a care service' to ensure they have the appropriate registration in place at commencement service date. Bidders should be graded 'Very Good' or 'Excellent' for both the quality of care and support and the quality of management and leadership.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

4B.4 The Bidder will be required to state the values for the following for the last two financial years:

1. Current Ratio (Current Assets divided by Current Liabilities)
2. Net Assets (Net Worth) (value per the Balance Sheet)

4B.5.1 The Bidder must confirm they already have, or can commit to obtain, prior to commencement of the contract:

Professional Indemnity Insurance

Employer's Liability Insurance

Public Liability Insurance

Minimum level(s) of standards possibly required

#### **4B.4 Financial Ratios**

The acceptable range is:

1. Current Ratio - it is expected that the ratio is equal to or greater than 1, i.e. Current Assets will equal or exceed Current Liabilities for both years. Reasons for not meeting the required test to be disclosed by tenderers together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.

2. Net Assets (Net Worth) - it is expected that the Net Worth will be positive, i.e. a Net Assets position for both years. Reasons for not meeting the required test to be disclosed together with appropriate supporting evidence to confirm the suitability of the tenderer for the contract.

#### 4B.5 Level of Insurance

Professional Indemnity Insurance in the sum of GBP2,000,000 for any one occurrence or series of occurrences arising out of one event.

Employer's Liability Insurance in the sum of GBP10,000,000 for any one occurrence or series of occurrences arising out of one event.

Public Liability Insurance in the sum of GBP5,000,000 for any one occurrence or series of occurrences arising out of one event.

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C1.2 Bidders will be required to provide examples of previous contracts delivered.

4C.6.1 Bidders will be required to confirm that their staff who are directly engaged in the delivery of support are required to have the relevant professional qualification.

4C.8.1 Bidders will be required to confirm their average annual manpower.

4C.8.2 Bidders will be required to confirm their and the number of managerial staff.

4C.10 Bidders will be required to confirm whether they intend to subcontract.

#### 4D.1 Quality Management Procedures

##### 4D.1 Health & Safety Procedures

##### 4D.2 Environmental Management

Minimum level(s) of standards possibly required

4C1.2 Bidders are required to give 2 examples of a delivery of a similar service over the last 3 years.

4C.6.1 All relevant staff shall be registered by the Scottish Social Services Council (SSSC) and/ or any other appropriate body. This will include working within timescales as

set by the SSSC and / or appropriate body.

4C.8.1 Bidders will be required to confirm their average annual manpower for the last three years.

4C.8.2 Bidders will be required to confirm the number of managerial staff for the last three years.

4C.10 Bidders to confirm what proportion of the contract will be sub-contracted

#### 4D.1 Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

OR

2. The bidder must be able to provide documented evidence of their Quality Management policies and procedures as detailed in section 10 of the Instructions for Tenderers document.

#### 4D.1 HEALTH AND SAFETY PROCEDURES

1. The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

OR,

2. The bidder must be able to provide documented evidence of their Health and Safety policies and procedures as detailed in section 10 of the Instructions for Tenderers document.

#### 4D.2 Environmental Management Standards

1 The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with

BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate,

OR

2. The bidder must be able to provide documented evidence of their Quality Management policies and procedures as detailed in section 10 of the Instructions for Tenderers document.

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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

28 June 2023

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: 3 (from the date stated for receipt of tender)

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

Date

28 June 2023

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**

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 49742.  
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:

Community benefits are included in this requirement, more information on community benefits can be found in the instructions for tenderers document.

(SC Ref:733434)

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

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

Perth Sheriff Court

County Building, Tay Street

Perth

PH2 8NL

Country

United Kingdom