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Tender

Expert Assessor Services for Concessionary Award Schemes

London Borough of Lewisham

F02: Contract notice

Notice identifier: 2023/S 000-015414

Procurement identifier (OCID): ocds-h6vhtk-03d0a6

Published 31 May 2023, 2:53pm

Section I: Contracting authority

I.1) Name and addresses

London Borough of Lewisham

4th Floor Laurence House

Catford

SE6 4RU

Contact

Ms Beena Patel

Email

Beena.Patel@lewisham.gov.uk

Telephone

+44 2083146330

Country

United Kingdom

Region code

UKI44 - Lewisham and Southwark

Internet address(es)

Main address

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

Buyer's address

<https://www.londontenders.org/>

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

Expert Assessor Services for Concessionary Award Schemes

Reference number

DN672574

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Lewisham Council (the Council) invites you to submit a Tender for its expert assessor requirements which support the Concessionary Awards Team. The London Borough of Lewisham's expert assessors support the Concessionary Awards Team in providing Blue Badge, Freedom Pass and Taxi Card awards to some of the most vulnerable residents of the borough.

To be considered as a Bidder you must complete and submit a Bid by the deadline of 12:00 Noon on 4th July 2023. Please allow sufficient time to make your return as late returns will not be permitted by the system.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKI44 - Lewisham and Southwark

II.2.4) Description of the procurement

The expert assessors support the Concessionary Awards Team with in the Council in providing Blue Badge, Freedom Pass and Taxi Card awards to some of the most vulnerable residents of the borough.

The service will need to be transparent, equitable, consistent and cases processed in a timely manner. Processes include, but are not limited to:

- Screening applications and supporting evidence
- Carrying out face to face assessments
- Reviewing mobility videos
- Determining eligibility in line with statutory and local schemes

Please refer to the Specification of Service for full details.

II.2.5) Award criteria

Cost criterion - Name: Price / Weighting: 45%

Cost criterion - Name: Quality / Weighting: 55%

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Council will review its options towards the end of the Contract period.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Option to extend of a further 3 years.

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 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

4 July 2023

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

4 July 2023

Local time

12:00pm

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.4) Procedures for review

VI.4.1) Review body

High Court Royal Courts of Justice

The Strand

London

London

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

High Courts Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom