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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): ocids-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](mailto:Beena.Patel@lewisham.gov.uk)

#### **Telephone**

+44 2083146330

#### **Country**

United Kingdom

**Region code**

UK144 - 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

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## **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

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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

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

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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.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