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Tender

## Care at Home Flexible Framework Agreement

West Lothian Council

F02: Contract notice

Notice identifier: 2023/S 000-015467

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

Published 31 May 2023, 4:53pm

### Section I: Contracting authority

#### I.1) Name and addresses

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### Email

[hayleigh.valentine@westlothian.gov.uk](mailto:hayleigh.valentine@westlothian.gov.uk)

#### Fax

+44 1506281325

#### Country

United Kingdom

#### NUTS code

UKM78 - West Lothian

**Internet address(es)**

Main address

<https://www.westlothian.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**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/>

**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**

Care at Home Flexible Framework Agreement

Reference number

CC12434

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

- 85000000 - Health and social work services

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

Services

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

Care at Home services provide personal care, including social and emotional support to enable people to continue or resume residing in their own home. The purpose of the service is to ensure quality of life for the individual, while enabling them to retain independence. Successful delivery of the service involves putting the person at the center of the decisions about the way they live and the support they want to receive.

The strategic aim of shifting the balance of care and 'Home First' is highly dependent on delivering the right care at the right time in the right place. Care at Home services are particularly important to ensuring that more care and support is delivered at home or closer to home rather than in hospitals or other clinical settings. The service landscape is complex and must also support the key principles associated with the Self-Direct Support legislation ensuring that service users and carers have choice and control over how their care is delivered.

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

Value excluding VAT: £60,000,000

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

This contract is divided into lots: No

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

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

- 85000000 - Health and social work services

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

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

Various locations across West Lothian.

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

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

Quality criterion - Name: Service Delivery / Weighting: 20

Quality criterion - Name: Quality Assurance / Weighting: 20

Quality criterion - Name: Implementation Plan and Contingency Planning / Weighting: 10

Quality criterion - Name: Service User Engagement / Weighting: 10

Quality criterion - Name: Adult Protection / Weighting: 10

Quality criterion - Name: Partnership Working / Weighting: 10

Quality criterion - Name: Staffing / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Price - Weighting: 10

#### **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

Optional extension of 2 x 12 month periods

#### **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**

List and brief description of selection criteria

RE ESPD Q4B.6; West Lothian Council will use Dun and Bradstreet DBAi financial reporting system to assess the financial stability of tenderers. Tenderers with a Failure Score of 50 or above on the DBAi system will be deemed to have evidence satisfactory financial stability. Please note that 49 or less will not be considered as having met this

criteria. If a tenderer has a Failure Score of less than 50, the tenderer may be required to submit their last three years accounts.

In the event that the tenderer is not required to publish accounts and therefore does not have a Dun & Bradstreet or equivalent rating, tenderers should be able to provide financial accounts when requested. The council will then conduct an analysis of the accounts to ensure that there is no significant financial risk. Please note that if you intend on attaching 2 years accounts, these must include financial data over a 3-year period.

It is recommended that candidates review their own Dun & Bradstreet Score in advance of submitting their tender. If following this review tenderers consider that the Dun & Bradstreet Score does not reflect their current financial status, details of this should be provided, complete with evidence of a good high street credit rating (the equivalent of Dun & Bradstreet score 50) from a recognised credit referencing agency. The council will review any such information as part of the evaluation of Tenderer's financial status.

In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee.

Re ESPD Q4B.5.1a&b; It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Minimum level(s) of standards possibly required

Professional Risk Indemnity: 2,000,000 (two million GBP)

Employer's (Compulsory) Liability: 10,000,000 (ten million GBP)

Public Liability: 10,000,000 (ten million GBP)

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

List and brief description of selection criteria

Bidders are required to provide 2 examples of previous similar experience to demonstrate capability. These will be scored on a pass/fail basis therefore further evaluation will not take place if unsuitable information is provided.

Registration with the Care Inspectorate - Level 3 is a mandatory requirement. Where providers have no previous registration history, they will be required to provide evidence of a level 3 grade within the first 12 months of the contract commencement.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 16

#### **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: [2023/S 000-010853](#)

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

Date

30 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: 4 (from the date stated for receipt of tender)

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

Date

30 June 2023

Local time

12:00pm

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### **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Contract is for a period of 2 years with the option to extend for a further 2 x 12 month periods.

#### **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**

CONFIDENTIALITY - All information supplied by the Authority must be treated in confidence and not disclosed to third parties except insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom of Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities' information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is required to provide information to any



person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in the Supplement to the Official Journal of the European Union in accordance with EU directives or elsewhere in accordance with the requirements of UK government policy on the disclosure of information relating to government contracts.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any links to this type of activity may cause your tender to be rejected.

Re: SPD 2B, complete information for all company directors, using home address.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 24247. 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:

Please Note: Community Benefits will be evaluated for this procurement procedure and will form 5% of the overall award criteria. For further procurement information visit the link below. West Lothian Council - Community Benefits in Procurement

(SC Ref:733384)

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

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

Livingston Sheriff Court and Justice of the Peace Court

Howden South Road

Livingston

EH54 6FF

Country

United Kingdom