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Tender

## **Careers Information, Advice and Guidance**

Harrow Council

F02: Contract notice

Notice identifier: 2022/S 000-015482

Procurement identifier (OCID): ocds-h6vhtk-034320

Published 6 June 2022, 11:50am

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

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

Harrow Council

Civic Centre

Harrow

HA1 2XY

#### **Contact**

Mrs Lisa Taylor

#### **Email**

[lisa.taylor@harrow.gov.uk](mailto:lisa.taylor@harrow.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKI - London

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.londontenders.org](http://www.londontenders.org)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.londontenders.org](http://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**

Careers Information, Advice and Guidance

Reference number

DN614572

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

- 85000000 - Health and social work services

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

Services

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

Provision of information, advice, guidance and support on education, employment, training and careers to young people targeted as those most in need

- in schools/colleges Harrow residents with EHCPs transitioning from their current institution (up to 25)
- not in education under the age of 16 and under 16 educated other than at school aged 16-19 not in education, employment or training
- Provision of minimum statutory requirements for information, advice, guidance and support on education, employment, training and careers to young people 13-19 in special schools.
- Support to parents/carers of the young people in the above categories
- Provision of information and support to young people on benefits, allowances and regulations concerning work.
- Provision of Youth Stop, a multi-agency drop-in and advice centre for young people services.
- Provision of careers IAG support for NEET young people working with the Youth offending and CLA/Leaving Care Teams and Harrow Virtual School.

Follow up and tracking of young people's participation through the IYSS Connexions client database in line with DFE and London Council requirements and reporting on:

- Annual Activity Survey
- Year 11 September Guarantee (Where educated)
- 17 Year old/Year 12 September Guarantee (Where resident)
- Years 12-13 NEET and Not Known follow up
- Intended Destinations
- Sustainability of initiatives and support, i.e. education placements, employment

#### **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

- UKI - London

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

Provision of information, advice, guidance and support on education, employment, training and careers to young people targeted as those most in need

- in schools/colleges Harrow residents with EHCPs transitioning from their current institution (up to 25)
- not in education under the age of 16 and under 16 educated other than at school aged 16-19 not in education, employment or training
- Provision of minimum statutory requirements for information, advice, guidance and support on education, employment, training and careers to young people 13-19 in special schools.

- Support to parents/carers of the young people in the above categories
- Provision of information and support to young people on benefits, allowances and regulations concerning work.
- Provision of Youth Stop, a multi-agency drop-in and advice centre for young people services.
- Provision of careers IAG support for NEET young people working with the Youth offending and CLA/Leaving Care Teams and Harrow Virtual School.
- Follow up and tracking of young people's participation through the IYSS Connexions client database in line with DFE and London Council requirements and reporting on:
  - Annual Activity Survey
  - Year 11 September Guarantee (Where educated)
  - 17 Year old/Year 12 September Guarantee (Where resident)
  - Years 12-13 NEET and Not Known follow up
  - Intended Destinations
  - Sustainability of initiatives and support, i.e. education placements, employment

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

84

This contract is subject to renewal

Yes

Description of renewals

There is the option to extend for 2 years in periods at the discretion of the Council

**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 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: No

### **IV.2) Administrative information**

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

Date

6 July 2022

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

6 July 2022

Local time

1:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

The High Court

The Strand

Country

United Kingdom