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Tender

## **Abuse & Rape Crisis Counselling Services**

Portsmouth City Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-015998

Procurement identifier (OCID): ocids-h6vhtk-034523

Published 10 June 2022, 1:00pm

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

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

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO12AL

#### **Contact**

Procurement Service

#### **Email**

[procurement@portsmouthcc.gov.uk](mailto:procurement@portsmouthcc.gov.uk)

#### **Telephone**

+44 2392688235

#### **Country**

United Kingdom

**NUTS code**

UKJ31 - Portsmouth

**Internet address(es)**

Main address

<https://www.portsmouth.gov.uk/ext/business/business.aspx>

Buyer's address

<https://www.portsmouth.gov.uk/ext/business/business.aspx>

**I.3) Communication**

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

<https://intendhost.co.uk/portsmouthcc/asp/home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://intendhost.co.uk/portsmouthcc/asp/home>

**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**

## Abuse & Rape Crisis Counselling Services

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

- 85300000 - Social work and related services

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

Services

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

Portsmouth City Council ('the council') is inviting tenders from suitably qualified suppliers to provide Abuse and Rape Crisis Counselling Services.

The Service Provider will provide free, confidential, flexible counselling and psychotherapy services to women, men and young people resident in Portsmouth.

The aims and purposes of the service are:

- To work therapeutically in a range of creative and innovative ways with young people and adults who are disclosing or likely to disclose rape and/or sexual abuse via schools' work, group work, or face-to-face counselling.
- To provide specialist services to support survivors' recovery.
- To provide supportive literature and information regarding the Service.

Providers will need to have their own premises within the Portsmouth City limits (i.e. a premises within the PO1 to PO6 postal code areas).

This tender opportunity has been restricted to suppliers who are located in Hampshire, in accordance with Policy Procurement Note 11/20 'Reserving Below Threshold Procurements'. This allows the council to run a competition and specify that only suppliers located in a geographical area can bid. Supplier location is described as 'where the supplier is based or established and has substantive business operations and not by location of corporate ownership'.

The initial contract term will be for 3 years with possibility of extending the term by a further 2 years to a maximum total term of 5 years in increments to be agreed, subject to the agreement and performance of both parties.

The estimated value of the contract is £118,000 per annum, £590,000 over the maximum 5 year contract term. This is based on current service delivery.

The contract value is expected to remain in the region of £118,000 per annum for the term of the contract, however it may increase or decrease throughout the contract term subject to any known or unknown changes to budget allocation, variation of services, or addition of further associated services in order to meet changes in demand or the service delivery.

An accurate forecast cannot be made regarding the level of further funding, if any, that may become available, but it is not expected to equate to an increase of more than approx. 10% and therefore approx. £649,000 total value over the 5-year maximum term. However, these estimates are not guarantees and are non-binding in terms of any maximum total upper value that may be let via the contracts.

It is envisaged that the new service will commence on the 1st October 2022 allowing for a 1-month mobilisation period however the council are able to extend this to 2-months where a longer mobilisation period is necessary. Bidders must clearly state in the tender return what length of mobilisation period is required. This will not have any impact on the scoring of bids.

The procurement process will be undertaken in line with the following programme:

- Issue FTS Contract Notice - 10 June 2022
- Issue Invitation to Tender - 10 June 2022
- ITT Return Deadline - 15 July 2022 at midday
- Standstill period - 19 August 2022 - 30 August 2022
- Contract Award - 31 August 2022
- Service Commencement - 1 October/November 2022

Application is via completed tender submission by the deadline stated above via the Council's e-sourcing system InTend which will be used to administrate the procurement process, the system can be accessed free of charge via the web link below:

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

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

Value excluding VAT: £649,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 85312320 - Counselling services
- 85312400 - Welfare services not delivered through residential institutions

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

NUTS codes

- UKJ31 - Portsmouth

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

The service is to be comprised of 3 elements:

PART 1 - Generic service

- Face-to-Face counselling and psychotherapy service by appointment during the day and some evenings. A minimum of 1,500 hours face- to face counselling/psychotherapy will be provided for Portsmouth residents each year.
- Telephone crisis help lines will be available a minimum of 48 weeks per year for 14 hours per week including a minimum of two evenings with answerphones available at all other times
- Clinical supervision will be provided for psychotherapists of a minimum of 2 hours a month. All staff are to receive regular support and supervision. The clinical supervision arrangements are to adhere to the requirements of the British Association for Counselling Code of Ethics.
- All staff and volunteers are to receive a recruitment, training and selection package as well as on-going training. Recruitment and selection (as need dictates) for placement volunteers who are qualified or near qualified Counsellors/Psychotherapists.
- Helpline volunteers to receive minimum of two, 1 hourly tutorials per year in addition to clinical supervision and support. Volunteer/Associate counsellors receive fortnightly individual clinical supervision of 1 hour.

PART 2 - Outreach Worker for Young People

- The Outreach Worker for Young People will work therapeutically in the community with young people who have been raped and/or sexually abused at any time in their life.
- The service will provide an outreach service into schools and other centres to work with young people on issues relating to rape or sexual abuse. Eligibility for this service will be people aged 13-24 years who live in Portsmouth City or who are registered with a Portsmouth GP. Access to the Outreach Worker will be mostly via referral from:
  - Social Services
  - Education
  - Primary Care
  - Self-Referral

### PART 3 - Mental Health Counsellor

- The Mental Health Counsellor will provide face-to-face counselling for adults who have experienced rape and/or sexual abuse.
- Eligibility for this service will be people aged 18-65 years who live in Portsmouth City or who are registered with a Portsmouth City GP. Referral to the service will be via primary care, secondary care services and appropriate voluntary agencies as well as by self-referral.

#### **II.2.6) Estimated value**

Value excluding VAT: £649,000

#### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

60

#### **II.2.14) Additional information**

The initial contract term will be for 36 months with possibility of extending the term by a further 24 months to a maximum total term of 60 months in increments to be agreed, subject to performance and at the sole option of the Council.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

The services covered under the contract are social services and fall under the 'light touch regime'. The Council will execute this procurement process in general accordance with the Open Procedure as set out within the Public Contract Regulations (2015).

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## **Section IV. Procedure**

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

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

Open procedure

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

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

Date

15 July 2022

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **VI.3) Additional information**

The contract value may increase or decrease throughout the contract term subject to any known or unknown changes to budget allocation, variation of services, or addition of further associated services in order to meet changes in demand or service delivery in accordance with Regulations 72 1) a) to e) of the Public Contracts Regulations (2015).

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

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

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

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