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Tender

Direct Payments Service

Swindon Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-016019

Procurement identifier (OCID): ocds-h6vhtk-046948

Published 21 May 2024, 1:47pm

Section I: Contracting authority

I.1) Name and addresses

Swindon Borough Council

Swindon Borough Council, Civic Offices, Euclid Street

Swindon

SN1 2JH

Contact

Ms Tara Mackey

Email

tmackey@swindon.gov.uk

Country

United Kingdom

Region code

UKK14 - Swindon

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<http://www.supplyingthesouthwest.org.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.supplyingthesouthwest.org.uk>

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

Direct Payments Service

Reference number

DN723652

II.1.2) Main CPV code

- 85300000 - Social work and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Swindon Borough Council invites expressions of interest from suitably qualified and experienced service providers for the provision a service to support those adults making direct payments for care in Swindon.

Swindon Borough council is looking to procure a Direct Payment Support service for adults eligible for social care. The service will include the following functions:

- Information and advice on Direct Payments
- Training
- Facilitating peer support
- Recruitment and payroll support
- Managed Accounts

Full details relating to the Service are provided in the tender documents.

The initial contract term will be for two years with an option to extend for a period of one year as stated in the ITT documents. Estimated contract spend is in the region of £372,000

across the two year contract term. All bids will be evaluated on quality and price.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75200000 - Provision of services to the community
- 85100000 - Health services
- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UKK14 - Swindon

II.2.4) Description of the procurement

Swindon Borough Council invites expressions of interest from suitably qualified and experienced service providers for the provision a service to support those adults making direct payments for care in Swindon.

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Full details relating to the Service are provided in the tender documents.

The initial contract term will be for two years with an option to extend for a period of one year as stated in the ITT documents. Estimated contract spend is in the region of £372,000 across the two year contract term. All bids will be evaluated on quality and price.

Full details relating to the Services are provided in the tender documents.

To participate, Suppliers will need to Register as a Supplier with ProContract, www.supplyingthesouthwest.org.uk, then Register an Interest before obtaining access to the tender documents. In the event of difficulties registering as a supplier, please refer to the System Administrator Proactis support team ProContractSuppliers@proactis.com

Tender clarifications to be submitted in writing via Messaging in ProContract tender portal, including the project reference and title clearly in the Subject title, by 6th June 2024, 1200 hrs UK Local time. The Council's responses to these clarification questions will be issued periodically via Messaging in ProContract tender portal.

Tender Responses are required to be submitted no later than 19th June 2024, 1400 hrs UK Local time via ProContract tender portal - <https://www.supplyingthesouthwest.org.uk/>

II.2.5) Award criteria

Quality criterion - Name: See tender document / Weighting: 80

Cost criterion - Name: Pricing / Weighting: 20

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

Duration in months

24

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

A further one year extension will be available if required by the Authority.

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

In the Procurement Documents

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

19 June 2024

Local time

2:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

19 June 2024

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Swindon Borough Council

Swindon

Country

United Kingdom

Internet address

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