This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/016019-2024">https://www.find-tender.service.gov.uk/Notice/016019-2024</a>

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.

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.

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

To participate, Suppliers will need to Register as a Supplier with ProContract, <a href="www.supplyingthesouthwest.org.uk">www.supplyingthesouthwest.org.uk</a>, 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 <a href="mailto:procontractSuppliers@proactis.com">proContractSuppliers@proactis.com</a>

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 - <a href="https://www.supplyingthesouthwest.org.uk/">https://www.supplyingthesouthwest.org.uk/</a>

#### 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