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Tender

Framework for building-based Day Services predominantly for Older People (65+) with Care Act Eligible needs

Staffordshire County Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

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Procurement identifier (OCID): ocids-h6vhtk-05060e

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Scope

Reference

IA2938

Description

The Authority is looking to commission a Light Touch Framework Agreement for building-based Day Services predominantly for Older People (65+) with Care Act Eligible needs.

On occasion this service may be used by individuals under the age of 65 when their needs could be best met by the service. I.E Where the primary need such as Physical Disability (inclusive of Acquired Brain Injury and Sensory Impairment).

The Specification provides further detail on the services to be delivered.

The total estimated value for the Framework is from £9,870,001 to £12,336,553 over the total 5 years. The total estimated value is based on the available budget.

The services to be procured are defined as a Light Touch Contract within the Act. The Authority will utilise the flexibility provided by Section 45 Frameworks clause (9) to undertake a bespoke procurement process that considers elements of the Open Procedure, Framework and Open Framework.

The Authority may exercise its flexibility to 'open' the Framework for suppliers to submit Tenders to join the Framework during the Framework Term. The reopening of the Framework will be at the Authority's reasonable discretion, for example, if the Authority needs to increase the capacity or respond to emerging needs.

The Authority will be holding a supplier 'bidders' day' event on the Thursday 8th May 2025 at 10:00am - 12 noon, this will be a Microsoft Teams event held to give suppliers an opportunity to ask Commissioners and Procurement Advisors question in relation to this procurement.

Suppliers are requested to have familiarised themselves with the Tender Documents prior to this event, to avoid duplicating questions raised previously and already answered. Where a supplier is unable to attend, information will be shared via Proactis post event shortly after. This will include any questions asked and the respective answers.

For the avoidance of doubt Suppliers will still be able to submit clarifications after the event in line with the process outlined IA2938 ITT Procurement Pack.

The Authority are also holding two virtual drop-in sessions via Teams, specifically for the Third-Party Information Security Questionnaire (TPISQ) as this may be a document that suppliers are unfamiliar with but it must be completed and returned by the tender deadline.

The virtual drop-in sessions will give suppliers the opportunity to ask the Information Governance and Cyber Security Team questions specifically regarding the Third-Party Information Security Questionnaire. No other questions in relation to the tender process will be answered during these drop-in sessions and the Authority will not be delivering a presentation.

The TPISQ drop-in sessions will be held on:

- Tuesday 13th May 14:30-15:30
- Thursday 22nd May 11-12 noon

For booking details please refer to IA2938 ITT Procurement Pack.

Commercial tool

Establishes a framework

Total value (estimated)

- £12,336,553 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 October 2025 to 30 September 2028
- Possible extension to 30 September 2030
- 5 years

Description of possible extension:

At the Authority's entire discretion, the term may be extended for such period or periods as the Authority deems appropriate up to a maximum period of 2 Years on the same terms for such period(s) in accordance with the framework.

Options

The right to additional purchases while the contract is valid.

At the Authority's entire discretion, the term may be extended for such period or periods as the Authority deems appropriate up to a maximum period of 2 Years on the same terms for such period(s) in accordance with the framework.

Main procurement category

Services

CPV classifications

- 85000000 - Health and social work services

Contract locations

- UKG24 - Staffordshire CC
-

Lot 1. Staffordshire Moorlands

Description

Day Care Services for service users that reside within the administrative boundaries of Staffordshire Moorlands Borough Council.

Lot value (estimated)

- £588,883 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 2. Newcastle Under Lyme

Description

Day Care Services for service users that reside within the administrative boundaries of Newcastle-Under-Lyme Borough Council.

Lot value (estimated)

- £2,002,204 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 3. Stafford

Description

Day Care Services for service users that reside within the administrative boundaries of Stafford Borough Council.

Lot value (estimated)

- £2,473,310 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 4. East Staffordshire

Description

Provision of Day Care Services for service users that reside within the administrative boundaries of East Staffordshire Borough Council

Lot value (estimated)

- £706,660 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 5. South Staffordshire

Description

Day Care Services for service users that reside within the administrative boundaries of South Staffordshire District Council.

Lot value (estimated)

- £2,119,980 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 6. Cannock Chase

Description

Provision of Day Care Services for service users that reside within the administrative boundaries of Cannock Chase District Council.

Lot value (estimated)

- £1,884,427 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 7. Lichfield

Description

Provision of Day Care Services for service users that reside within the administrative boundaries of Lichfield District Council.

Lot value (estimated)

- £1,295,544 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Lot 8. Tamworth

Description

Provision of Day Care Services for service users that reside within the administrative boundaries of Tamworth Borough Council.

Lot value (estimated)

- £706,660 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

Framework

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

0%

Framework operation description

The services to be procured are defined as a Light Touch Contract within the Act. The Authority will utilise the flexibility provided by Section 45 Frameworks clause (9) to undertake a bespoke procurement process that considers elements of the Open Procedure, Framework and Open Framework.

The Authority may exercise its flexibility to 'open' the Framework for suppliers to submit Tenders to join the Framework during the Framework Term. The reopening of the Framework will be at the Authority's reasonable discretion, for example, if the Authority needs to increase the capacity or respond to emerging needs.

Any reopening of the Framework will be subject to the same ITT Award Criteria and same process as outlined further in this ITT. Any supplier whose Tender for appointment to the Framework has previously been unsuccessful, is permitted to submit a new Tender at any time the Framework is reopened.

The Council has set a fixed session price per service user and a transport rate per day

(where there is an assessed eligible need). This is the same across all lots.

The two rates will be reviewed in line with Councils Discretionary fee review process.

The Authority will award Call-Off Contracts with or without competition between suppliers on the Framework.

The Authority will award a Call-Off Contract to a supplier without competition in specific circumstances which are detailed in the IA2938 ITT Procurement Pack.

Where the circumstances of the Call-Off Contract do not fall within the scope of an award without competition then a competitive selection process will be conducted.

The process for the award of a Call Off Contract following a Competitive Selection Process is detailed in the IA2938 ITT Procurement Pack.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

Establishing party only

Participation

Legal and financial capacity conditions of participation

Lot 1. Staffordshire Moorlands

Lot 2. Newcastle Under Lyme

Lot 3. Stafford

Lot 4. East Staffordshire

Lot 5. South Staffordshire

Lot 6. Cannock Chase

Lot 7. Lichfield

Lot 8. Tamworth

Please refer to Part 3A Conditions of Participation within the IA2938 ITT PS Questionnaire for the Conditions of Participation.

Technical ability conditions of participation

Lot 1. Staffordshire Moorlands

Lot 2. Newcastle Under Lyme

Lot 3. Stafford

Lot 4. East Staffordshire

Lot 5. South Staffordshire

Lot 6. Cannock Chase

Lot 7. Lichfield

Lot 8. Tamworth

Please refer to Part 3A Conditions of Participation within the IA2938 ITT PS Questionnaire for the Conditions of Participation.

Particular suitability

Lot 1. Staffordshire Moorlands

Lot 2. Newcastle Under Lyme

Lot 3. Stafford

Lot 4. East Staffordshire

Lot 5. South Staffordshire

Lot 6. Cannock Chase

Lot 7. Lichfield

Lot 8. Tamworth

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

23 May 2025, 4:30pm

Tender submission deadline

3 June 2025, 12:00pm

Submission address and any special instructions

Suppliers should register on the Proactis system <https://supplierlive.proactisp2p.com>

Suppliers will need to Log in and select "Opportunities" then enter the tender reference "IA2938" in the box and select "Search"

All tender documents will be found in the request document section.

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

11 August 2025

Recurring procurement

Publication date of next tender notice (estimated): 2 January 2030

Award criteria

| Name | Type | Weighting |
|--------------------------|-------------|------------------|
| Quality of Care | Quality | 55% |
| Processes and Procedures | Quality | 45% |

Other information

Description of risks to contract performance

The following known risks have been identified:

- Changes to Legislation EG requirement for suppliers to be CQC registered.
- Annual discretionary fee review.
- Potential increases or decreases to the budget.
- Supplier failure.
- Increase in demand for day care services.

- Suppliers do not bid for call offs.
- Supplier wants to grow their business and deliver services in a different geographic lot.
- The Authority requests the Supplier to accept a care package in a different geographical lot.
- Supplier is not awarded sufficient care packages to enable them to continue to operate.
- Local Government Reorganisation.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Justification for not publishing a preliminary market engagement notice

Preliminary Market Engagement was undertaken prior to the commencement of PA23.

A PIN was previously published which invited interested suppliers to attend a number of engagement events during 2024.

The previous PIN was 2024/S 000-016629.

A Market Engagement summary is available for suppliers as part of the tender documentation available.

Documents

Associated tender documents

[IA2938 Pre-Market Engagement Summary.pdf](#)

Contracting authority

Staffordshire County Council

- Public Procurement Organisation Number: PZDG-2995-QQMD

1 Staffordshire Place, Tipping Street,

Stafford

ST16 2DH

United Kingdom

Email: commercial.team@staffordshire.gov.uk

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government