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Tender

## **The Provision of a Support Service for Carter Lane**

The Mayor and Commonalty and Citizens of the City of London

F02: Contract notice

Notice identifier: 2021/S 000-016842

Procurement identifier (OCID): ocds-h6vhtk-02c93c

Published 16 July 2021, 10:45pm

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

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

The Mayor and Commonalty and Citizens of the City of London

Guildhall, PO Box 270

London

EC2P 2EJ

#### **Email**

[chris.mulhall@cityoflondon.gov.uk](mailto:chris.mulhall@cityoflondon.gov.uk)

#### **Telephone**

+44 2073321420

#### **Country**

United Kingdom

#### **NUTS code**

UKI - London

**Internet address(es)**

Main address

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

Buyer's address

<https://www.capitalesourcing.com>

**I.3) Communication**

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

<https://www.capitalesourcing.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.capitalesourcing.com>

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

The Provision of a Support Service for Carter Lane

Reference number

prj\_COL\_19124

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

- 85000000 - Health and social work services

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

Services

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

The City of London Corporation (The City) is undertaking a 1 stage procurement process in relation to a Support Service for Carter Lane (the 'Service').

The Service will deliver a 7 day per week, 24-hour support service for rough sleepers based out the City of London's main COVID-19 Recovery Project at Carter Lane.

Further information for this opportunity can be found in II.2.4) Description of the procurement field (of this notice).

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

Value excluding VAT: £230,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 85100000 - Health services

### II.2.3) Place of performance

NUTS codes

- UKI - London

### II.2.4) Description of the procurement

The Service to be procured from the proposed contract is classified under Schedule 3 of the Public Contracts Regulations 2015 as “Provision of services to the community”. Therefore, the Service advertised in this contract notice fall among those listed in Annex XIV to Directive 2014/24/EU and the full obligations set out in that directive do not apply. For the avoidance of doubt, the contract is to be procured in accordance with the Public Contracts Regulations 2015 Regulations 74 to 78, more commonly known as the Light Touch Regime. The precise procurement process to be used is as described in the procurement documents.

The procurement is being run as a one stage process, resembling the open procedure and its main features - which includes the core elements of the standard Selection Questionnaire (SQ). Any organisation that considers itself able to meet the requirements of the selection criteria within the Qualification Envelope is invited to submit a tender.

The requirements of the Service are set out in the procurement documents, particularly the Service Specification - available from: <https://www.capitalesourcing.com>

The Department of Community and Children’s Services of the City of London wishes to commission an organisation experienced in delivering services to Rough Sleepers. The provider will manage a support service for City Rough Sleepers from the Youth Hostel Association building on Carter Lane, EC4V 5AB.

The Service will deliver a 7 day per week, 24-hour support service for Rough Sleepers based out of the City of London’s main COVID-19 Recovery Project at Carter Lane. Specifically, the service aims to support current and former rough sleepers, residents moving from shared facility temporary accommodation, and residents moving from hotel rooms previously secured for COVID-19 purposes.

This service will play a vital role in supporting the City’s strategic intention to end rough sleeping.

Organisations should note that the total fixed budget for this Service is £230,000 and is based on a core budget of £115,000 for the first three (3) month fixed period.

The duration of the contract is three (3) months, with the option to extend for a further three (3) month period. The Contract is intended to commence 1st October 2021 to 31st December 2021.

The estimated total value of the contract is also stated in II.1.5) and II.2.6) of this notice and is for the entire duration, i.e. including the optional extensions.

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

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

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

Value excluding VAT: £230,000

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

Duration in months

3

This contract is subject to renewal

Yes

Description of renewals

This will be upon expiry of the contract and subject to internal approvals

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The duration of the contract will be for three (3) months, with the option to extend for up to a further three (3) month period

### **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 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

## **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

10 August 2021

Local time

12:00pm

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 6 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

10 August 2021

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

This tendering exercise is being undertaken using the electronic tendering system 'CapitaleSourcing' (url:[www.capitalesourcing.com](http://www.capitalesourcing.com)). Suppliers will need to register an interest on the system in order to participate and registration is free.

This is a one stage procurement process; therefore, suppliers will need to register an interest on the system and submit a tender submission no later than 12.00 on 10.08.2021 in order to participate.

Tender submissions cannot be uploaded after the return deadline.

The estimated value given at II.2.6) is for the full duration of the contract, which is up to 6 months in total. Organisations should note that the fixed budget for this Service will be 230,000.00 GBP.

The contracting authority reserves the right at any time to vary the timescales in this notice, cease the procurement process and not award the contract or to award only part of the opportunity described in this notice. If the contracting authority takes up any of these rights then it will not be responsible for, or pay the expenses or losses, which may be incurred by any candidate or tenderer as a result. Economic operators are solely responsible for their costs and expenses incurred in connection with the preparation of their tender submissions and all stages throughout the procurement. Under no circumstances will the contracting authority be liable for costs or expense borne by the economic operators.

The Service advertised in this notice fall under the services listed in Annex XIV to Directive 2014/24/EU of the European Parliament and of the Council and the contracting authority is not obliged to follow The Public Contracts Regulations 2015 in full. The procurement process that will apply to the Service is specified in the procurement documents accordingly.

Any questions relating to this procurement must be made via the correspondence area in the Capital eSourcing system.

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

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

High Court, Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The contracting authority will incorporate a minimum 10 calendar days (when using electronic means) standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a contract before a contract is executed. The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the court has the options to award damages and/or to shorten or order the contract ineffective.

### **VI.4.4) Service from which information about the review procedure may be obtained**

High Court, Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom