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Tender

## **Second Refresh of the Holiday Activities and Food (HAF) Programme Framework**

Warwickshire County Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-018869

Procurement identifier (OCID): ocids-h6vhtk-03505e

Published 11 July 2022, 10:40am

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

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

Warwickshire County Council

Shire Hall, Market Square

WARWICK

CV344RL

#### **Contact**

Heather Boyd

#### **Email**

[heatherboyd@warwickshire.gov.uk](mailto:heatherboyd@warwickshire.gov.uk)

#### **Telephone**

+44 1926412430

**Country**

United Kingdom

**NUTS code**

UKG13 - Warwickshire

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://www.csw-jets.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.csw-jets.co.uk>

**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**

Second Refresh of the Holiday Activities and Food (HAF) Programme Framework

Reference number

14047

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

- 85323000 - Community health services

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

Services

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

Please note: Providers who are already on the framework do not need to reapply.

Warwickshire County Council (WCC) is seeking to refresh the current multi provider framework for Holiday Activities and Food (HAF) for families with school aged children eligible for Free School Meals. One meal must be provided to the children whilst attending your provision. The activities will be available at Easter, Summer and Christmas holidays. We are looking for providers who:

- run a holiday club
- would be interested in running a holiday club for children in your local area
- are a youth leader or could visit holiday clubs to teach or deliver a session in crafts, sports, cookery or life skills or have resources to share that could help run a Holiday Club
- have a venue, but aren't able to provide activities.

More information on the HAF scheme can be found here:

<https://www.gov.uk/government/publications/holiday-activities-and-food-programme/holiday-activities-and-food-programme-2021>

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

Value excluding VAT: £1,500,000

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

This contract is divided into lots: No

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

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

- 98000000 - Other community, social and personal services

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

NUTS codes

- UKG13 - Warwickshire

Main site or place of performance

Within the County boundaries of Warwickshire

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

This is an open process to commission a multi provider framework for Holiday Activities and Food (HAF) for families with school aged children eligible for Free School Meals.

The activities will be available at Easter, Summer and Christmas holidays.

During the course of the contract period the range and scope of these services may be subject to modification and variation to meet the changing needs and requirements of the Council, potential changes in legislation and the changing demands placed on the Council by its customers.

After this tendering process has been completed and the contracts have been awarded the Council will be running further competitions from time to time for the same service.

This is to allow new providers to apply to join the framework and to allow those who are unsuccessful first time around to re-apply. This process will include the same documentation as this tender (with the exception of dates etc). These competitions will be live for the period of 3 to 6 months. However, if the Council receives a high level interest for the service the Council reserves the right to close the competition at an earlier date.

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

Value excluding VAT: £1,500,000

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

Start date

1 October 2022

End date

30 November 2023

**II.2.14) Additional information**

The contract will be for the remaining initial contract term which was for 2 years from 01 December 2021 however the Council reserves the right to extend the contract by further periods not exceeding 24 months (24 being the maximum available extension period) at the discretion of the Council based on available funding and the contract performance of the successful applicant(s).

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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

As detailed in the tender documentation.

The Council will undertake its financial assessment of the tendering organisation (and if considered necessary by the Council, any partners within a consortium bid) based on

its own evaluation of the tenderers' most recent 2 years accounts (or if 2 years accounts are not available, equivalent evidence which confirms financial viability). The accounts are not

available, equivalent evidence which confirms financial viability). The assessment of accounts will be supported by an independent credit reference report from Credit safe where this is available. The Council may also impose a bond or performance

guarantee on the successful tenderer. Minimum level(s) of standards possibly required:

Evidence as stated in the tender documentation.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As stated in the procurement documents

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## **Section IV. Procedure**

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

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

Open procedure

#### **IV.1.3) Information about a framework agreement**

The procurement involves the establishment of a framework agreement

#### **IV.1.10) Identification of the national rules applicable to the procedure**

Information about national procedures is available at:

<https://www.legislation.gov.uk/ukxi/2015/102/contents/made>

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

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

Date

12 August 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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Warwickshire County Council will be using its e-tendering system (CSW-JETS) for the administration of this procurement process. Providers must register with the system to be able to express an interest and download documents. The web address for CSW-JETS is: [www.csw-jets.co.uk](http://www.csw-jets.co.uk) Registration and use of CSW-JETS is free. All correspondence or clarifications relating to this procurement must be via the CSW-JETS correspondence

function. If you are having trouble registering with CSW-JETS please email us at: [procurement@warwickshire.gov.uk](mailto:procurement@warwickshire.gov.uk) Providers must register on CSW-JETS and express an interest in this project in order to download tender documents and be able to correspond with us about this procurement.

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

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

High Court for England and Wales

London

Country

United Kingdom