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Tender

Lothian Health Board - Hospital Welfare Advice Services

Lothian Health Board

F02: Contract notice

Notice identifier: 2022/S 000-019789

Procurement identifier (OCID): ocids-h6vhtk-0353f5

Published 20 July 2022, 3:38pm

Section I: Contracting authority

I.1) Name and addresses

Lothian Health Board

Waverley Gate , 2-4 Waterloo Place

Edinburgh

EH1 3EG

Contact

Richard Prvulovich

Email

richard.prvulovich@nhslothian.scot.nhs.uk

Telephone

+44 7811316609

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.nhsllothian.scot.nhs.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00326

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Lothian Health Board - Hospital Welfare Advice Services

Reference number

LOTL340-22

II.1.2) Main CPV code

- 85323000 - Community health services

II.1.3) Type of contract

Services

II.1.4) Short description

Lothian Health Board is seeking suppliers who can deliver welfare advice services at our main hospital sites in the Lothian area. These comprise the Royal Infirmary of Edinburgh, the Western General Hospital, the Royal Hospital for Children and Young People, St John's, Livingston, the Midlothian Community Hospital and the East Lothian Community Hospital. The service will support patients, carers and Lothian Health Board staff with welfare rights advice issues. The service will operate from all the aforementioned hospital sites and support patients and carers/families who are attending the hospital as either inpatients or outpatients and Lothian Health Board staff working at these sites.

II.1.5) Estimated total value

Value excluding VAT: £980,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lothian Health Board - Hospital Welfare Advice Services - Midlothian

Lot No

4

II.2.2) Additional CPV code(s)

- 85323000 - Community health services

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

Midlothian Community Hospital, Dalkeith (including Highbank Intermediate Care Facility)

II.2.4) Description of the procurement

Lothian Health Board is seeking bidders who can deliver a welfare advice service at the Midlothian Community Hospital in Dalkeith including Highbank Intermediate Care Facility. The service will work to support patients, carers and Lothian Health Board staff with welfare rights advice issues. The service will support patients and carers/families who are attending the hospital as either inpatients or outpatients and Lothian Health Board staff working at this site.

II.2.5) Award criteria

Quality criterion - Name: Technical Criteria / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £115,000

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

Start date

1 October 2022

End date

30 September 2025

This contract is subject to renewal

Yes

Description of renewals

Initial 3 year contract from 1st Oct 2022 to 30th Sept 2025 with the option of two further 12 month periods to 30th Sept 2027

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lothian Health Board - Hospital Welfare Advice Services -Edinburgh

Lot No

1

II.2.2) Additional CPV code(s)

- 85323000 - Community health services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

Lothian Health Board is seeking suppliers who can deliver a welfare advice service at the main hospital sites in Edinburgh. These comprise the Royal Infirmary of Edinburgh, the Western General Hospital and the Royal Hospital for Children and Young People. The service will work to support patients, carers and Lothian Health Board staff with welfare rights advice issues. The service will operate from the aforementioned hospital sites and support patients and carers/families who are attending the hospital as either inpatients or outpatients and Lothian Health Board staff working at these sites

II.2.5) Award criteria

Quality criterion - Name: Technical Criteria / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £530,000

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

Start date

1 October 2022

End date

30 September 2025

This contract is subject to renewal

Yes

Description of renewals

Initial 3 year contract from 1st Oct 2022 to 30th Sept 2025 with the option to extend by two further 12 month periods to 30th Sept 2027

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lothian Health Board - Hospital Welfare Advice Services - West Lothian

Lot No

2

II.2.2) Additional CPV code(s)

- 85323000 - Community health services

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

Main site or place of performance

St John's Hospital, Livingston

II.2.4) Description of the procurement

Lothian Health Board is seeking bidders who can deliver a welfare advice service at St.John's Hospital in Livingston. The service will work to support patients, carers and Lothian Health Board staff with welfare rights advice issues. The service will support patients and carers/families who are attending the hospital as either inpatients or outpatients and Lothian Health Board staff working at this site

II.2.5) Award criteria

Quality criterion - Name: Technical Criteria / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £220,000

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

Start date

1 October 2022

End date

30 September 2025

This contract is subject to renewal

Yes

Description of renewals

Initial 3 year contract from 1st Oct 2022 to 30th Sept 2025 with the option of two further 12 month periods to 30th Sept 2027

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Lothian Health Board - Hospital Welfare Advice Services - East Lothian

Lot No

3

II.2.2) Additional CPV code(s)

- 85323000 - Community health services

II.2.3) Place of performance

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian Community Hospital. Haddington

II.2.4) Description of the procurement

Lothian Health Board is seeking bidders who can deliver a welfare advice service at the East Lothian Community Hospital in Haddington. The service will work to support patients, carers and Lothian Health Board staff with welfare rights advice issues. The service will support patients and carers/families who are attending the hospital as either inpatients or outpatients and Lothian Health Board staff working at this site.

II.2.5) Award criteria

Quality criterion - Name: Technical Criteria / Weighting: 80

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £115,000

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

Start date

1 October 2022

End date

30 September 2025

This contract is subject to renewal

Yes

Description of renewals

Initial 3 year contract from 1st Oct 2022 to 30th Sept 2025 with the option of two further 12 month periods to 30th Sept 2027

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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

Minimum level(s) of standards possibly required

The value of any new contract award(s) must not exceed one third of the bidder's total annual turnover inclusive of the new contract(s)

Insurance - min GBP 5m Public Liability: Employer's (Compulsory) Liability as per statutory levels required

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

Bidders must be accredited to the Scottish National Standards for Information and Advice Providers Type III or be working towards this accreditation.

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

22 August 2022

Local time

4:00pm

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

22 August 2022

Local time

4:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21880.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Details to be supplied in Specification Document

(SC Ref:700379)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

