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Tender

## **Supporting the Health and Wellbeing of the Education Workforce - Supervision Spaces for Taking Care of Yourself**

Education Scotland

F02: Contract notice

Notice identifier: 2021/S 000-020127

Procurement identifier (OCID): ocds-h6vhtk-02d60e

Published 17 August 2021, 4:25pm

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

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

Education Scotland

Denholm House, Almondvale Business Park

Livingston

EH54 6GA

#### **Contact**

Anna Sanina

#### **Email**

[anna.sanina@gov.scot](mailto:anna.sanina@gov.scot)

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.educationscotland.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11402](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11402)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Supporting the Health and Wellbeing of the Education Workforce - Supervision Spaces for Taking Care of Yourself

Reference number

EDUC #488

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

- 79998000 - Coaching services

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

Services

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

Education Scotland are looking for a Service Provider to develop a programme of supervision spaces to further support the mental health and wellbeing of the education workforce with the following:

-Supervision spaces for taking care of yourself

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM - Scotland

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

In order to further meet the need and build on evidence gathered from 2020/21 Education Scotland are looking for a Service Provider to develop a programme of supervision spaces to further support the mental health and wellbeing of the education workforce with

the following:

-Supervision spaces for taking care of yourself

A key requirement will include an expectation to work closely with ES Regional Teams and Regional Improvement Collaboratives to develop, communicate and share information regarding the offer to ensure a broad reach.

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

Quality criterion - Name: Technical Criteria / Weighting: 60

Price - Weighting: 40

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

Duration in months

6

This contract is subject to renewal

Yes

Description of renewals

Extension option for this contract is at sole discretion of the Authority (Education Scotland) and would only be until June 2022.

### **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

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## **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

Clauses quoted refer to SPD document. Weighting: Pass/Fail

For Question 4B.4 of the SPD (Financial Ratios). Bidders must demonstrate a Current Ratio (net current assets divided by net current liabilities) of 0.8 or greater.

For Question 4B.5.1 & 4B.5.2 of the SPD (Minimum Insurance Levels). Bidders must hold, or commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below:

Employer's Liability Insurance - GBP 5,000,000.00

Public Liability Insurance - GBP 1,000,000.00

Professional Indemnity Insurance - GBP 1,000,000.00

#### **III.1.3) Technical and professional ability**

Minimum level(s) of standards possibly required

Clauses quoted refer to SPD document. Weighting: Pass/Fail

For Question 4A.3 of the SPD (Suitability) Bidder (Entity itself) must hold a membership in the Association for Coaching (AC) or EMCC or equivalent.

For Question 4C.1.2 of the SPD (Technical and professional ability) Bidders are required to provide evidence of having the necessary capacity and capability to deliver the requirement.

Bidder should provide a minimum of 2 examples that demonstrate experience that is relevant to this procurement exercise delivering similar project within education sector. Examples must be from within the last three years.

In order to ensure that newer or start-up companies have a chance to demonstrate any experience relevant to the current requirement, examples may be provided from:

- Within their own organisation (bidders may rely on the experience of personnel that they intend to use to carry out the current requirement, even if that experience was gained

whilst working for a different organisation).

- Other consortium members (where a consortium bid is being proposed).
- Named sub-contractors (where sub-contractors are being used and their identity is known at the ITT stage).

Bidders should be aware that there should be no material change to the skills experience and resources available to them during the course of the contract.

### **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: Yes

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

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

Date

15 September 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: 3 (from the date stated for receipt of tender)

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

Date

15 September 2021

Local time

12:30pm

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## **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**

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=664278](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=664278).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

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

The tenderer will be expected to demonstrate they have a social enterprise aspect to their work.

(SC Ref:664278)

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

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

West Lothain Civic Centre

Howden South Road

LIVINGSTON

EH54 6FF

Country

United Kingdom