

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/021457-2024>

Tender

## **Direct Payments Support - Framework**

Cornwall Council

F02: Contract notice

Notice identifier: 2024/S 000-021457

Procurement identifier (OCID): ocds-h6vhtk-047d06

Published 12 July 2024, 1:57pm

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

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

Cornwall Council

County Hall, Treyew Road

Truro

TR1 3AY

#### **Contact**

Mr John Hitchens

#### **Email**

[jhitchens@cornwall.gov.uk](mailto:jhitchens@cornwall.gov.uk)

#### **Telephone**

+44 1872322222

#### **Country**

United Kingdom

**Region code**

UKK3 - Cornwall and Isles of Scilly

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=7984c10b-4640-ef11-812d-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=7984c10b-4640-ef11-812d-005056b64545>

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

Regional or local authority

**I.5) Main activity**

General public services

---

**Section II: Object**

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

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

Direct Payments Support - Framework

Reference number

DN732258

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

- 85000000 - Health and social work services

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

Services

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

Our aspirations are to grow the numbers of people who choose a Direct Payment in Cornwall as a vehicle to purchasing support and meeting needs. To achieve this, we are keen to develop support structures to enable people, no matter their ability, to be able to receive a Direct Payment and manage it.

We are looking for providers to offer some or all of the following services to enable people of all abilities to manage Direct Payments successfully:

Support to recruit and train Personal Assistants and maintain a Personal Assistance database and manage a PA/Micro-Provider forum for people working in Cornwall. (One provider will be commissioned)

Payroll support, to enable people to understand their responsibilities to HMRC and manage paying Personal Assistants (PA's), taxes and ensuring where appropriate, client contributions are paid into the person's Direct Payments account.

To provide a 3rd party managed account service for people who are unable or unwilling to manage the funds in the Direct Payment themselves. We also expect that this service will support people to arrange their support, set up User Controlled Trusts and both formal and informal Circles of Support where needed, and provide independent Individual Service Funds for people. The Service will also provide the council with all monitoring, support the person to make financial contributions and complete on-line financial assessment and financial assessment reviews with the person when required.

Information, advice and guidance about personalisation, creative support planning, using Direct Payments and employing Personal Assistants in Cornwall will be a common thread

across all services

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

Value excluding VAT: £1,160,875

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 3

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Personal assistant and micro-provider recruitment and maintain a personal assistant and micro-provider database.

Lot No

1

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

- 85000000 - Health and social work services

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

NUTS codes

- UKK3 - Cornwall and Isles of Scilly

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

Lot 1

Personal assistant and micro-provider recruitment and maintain a personal assistant and micro-provider database.

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

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

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

Duration in months

48

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: No

### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

### **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**

Lot 2 - Payroll Services

Lot No

2

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

- 85000000 - Health and social work services

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

NUTS codes

- UKK3 - Cornwall and Isles of Scilly

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

Lot 2

Payroll Services

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

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

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

Duration in months

48

This contract is subject to renewal

No

#### **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**

Lot 3 - 3rd Party Managed Accounts service

Lot No

3

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

- 85000000 - Health and social work services

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

NUTS codes

- UKK3 - Cornwall and Isles of Scilly

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

Lot 3

3rd Party Managed Accounts service

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

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

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

Duration in months

48

This contract is subject to renewal

No

### **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 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

14 August 2024

Local time

12:00pm

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

English

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

Date

14 August 2024

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Cornwall Council

Truro

Country

United Kingdom