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Tender

Independent Child Trafficking Guardians

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-023877

Procurement identifier (OCID): ocids-h6vhtk-036324

Published 26 August 2022, 9:29am

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Contact

Douglas Martin

Email

douglas.martin@gov.scot

Telephone

+44 1412420478

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

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.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Independent Child Trafficking Guardians

Reference number

Case/567403

II.1.2) Main CPV code

- 85300000 - Social work and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Government has a requirement to place a contract with an external service provider for the provision of Independent Child Trafficking Guardians.

The contract will be for a period of 36 months with the option to extend for an additional 2 x 12 month periods. There will be a 3 month implementation period between 1 January 2023 to 31 March 2023 after which the contract will commence on 1 April 2023 to 31 March 2026. The optional extension periods will extend the contract to 31 March 2027 or 2028.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85312310 - Guidance services
- 85311300 - Welfare services for children and young people
- 85312000 - Social work services without accommodation
- 85321000 - Administrative social services

- 85320000 - Social services
- 85312400 - Welfare services not delivered through residential institutions

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The requirement is for the operation and management of an Independent Child Trafficking Guardian (ICTG) service.

Independent Child Trafficking Guardians (also known as 'Guardians') will be appointed by the Service Provider to provide support to unaccompanied children and young people arriving in Scotland and who may have been a victim of, or may be vulnerable to becoming a victim of, human trafficking.

Implementation of the ICTG service will fulfil the duty set out under Section 11 of the Human Trafficking and Exploitation (Scotland) Act 2015, through the development of an Independent Child Trafficking Guardian service, with a focus on prevention of re-trafficking.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

39

This contract is subject to renewal

Yes

Description of renewals

2 x 12 month extension periods

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

List and brief description of selection criteria

4B.4 - Financial Ratios

4B.5.1a/b - Insurance

Minimum level(s) of standards possibly required

4B.4 - Bidders must demonstrate a Current Ratio of no less than 1.5

Current Ratio will be calculated as follows:

Total Current Assets divided by Total current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

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4B.5.1a/b - It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5,000,000 GBP

Public Liability Insurance (including Abuse Liability) = 5,000,000 GBP

Professional Risk Indemnity Insurance = 5,000,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1.2 - Relevant Experience

4C.4 - Supply Chain Management/Tracking Systems Used

4C.8.1 - Average Annual Manpower

4C.8.2 Number of Managerial Staff

4C.10 - Proportion (%) to be Sub-Contracted

Minimum level(s) of standards possibly required

4C.1.2 - Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a. their standard payment terms

b. 95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

Note:

Accepted evidence includes but is not limited to:

- extract of terms & conditions detailing standard payment terms
- a summarised accounts payable report showing payment on time performance

- credit report

4C.8.1 - Bidders will be required to confirm their average annual manpower for the last three years.

4C.8.2 - Bidders will be required to confirm their and the number of managerial staff for the last three years.

4C.10 - Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion 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

29 September 2022

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

29 September 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public

Contracts (Scotland) Regulations 2015.

Single Procurement Document will be scored on a pass/fail basis.

Award Criteria Questions can be found in the ITT together with the weightings.

Question scoring methodology for award criteria outlined in Invitation to Tender. Bidders must complete the SPD (Scotland) to demonstrate

adherence to the exclusion and selection criteria for this procurement.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 21332. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

Community benefits have been considered and are not directly related to the type of services required. However, the standard information

on the Scottish Government approach to community benefits will be inserted into the ITT and bidders will be asked to outline their

approach to community benefits as a non-scored response. If successful, the winning bidder will be required to discuss the content of their

community benefit proposal and agree a plan for the delivery of the agreed community benefits which will become a condition of the

contract.

(SC Ref:704507)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Email

edinburgh@scotcourts.gov.uk

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/edinburgh-sheriff-court-and-justice-of-the-peace-court>