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Tender

## **HCC 08/23 - Provision of Hospital and Community Navigation Service**

Hertfordshire County Council

F02: Contract notice

Notice identifier: 2023/S 000-024010

Procurement identifier (OCID): ocids-h6vhtk-036289

Published 16 August 2023, 11:42am

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

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

Hertfordshire County Council

Pegs Lane

HERTFORD

SG13 8DE

#### **Contact**

Strategic Procurement Group

#### **Email**

[helen.brucehoy@hertfordshire.gov.uk](mailto:helen.brucehoy@hertfordshire.gov.uk)

#### **Telephone**

+44 01992588668

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

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

Buyer's address

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

HCC 08/23 - Provision of Hospital and Community Navigation Service

Reference number

HCC2214069

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

- 85100000 - Health services

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

Services

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

Hertfordshire County Council (the 'Council') are currently out to procurement for the commissioning of the Hospital and Community Navigation Service (HCNS) the countywide face to face social prescribing service in Hertfordshire. Organisations wishing to take part in this project are invited to "express interest" which will give access to the full procurement documents in the e-tendering system. Please see VI.3) Additional information for further information. Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

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

Value excluding VAT: £8,813,780

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

This contract is divided into lots: No

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

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

- 85100000 - Health services

- 85300000 - Social work and related services

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

NUTS codes

- UKH23 - Hertfordshire

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

Hertfordshire County Council (the 'Council') are currently out to procurement for the commissioning of the Hospital and Community Navigation Service (HCNS) the countywide face to face social prescribing service in Hertfordshire. HCNS is commissioned jointly by Hertfordshire County Council (HCC) and the Integrated Care Board (ICB) who fund the service to reduce the unnecessary use of statutory services and reduce the number of individuals entering crisis or developing significant use of statutory Health and Social Care services that is unnecessary or inappropriate or that relates to needs that are best met in a different way. The current contract is coming to an end in March 2024 and the service is being retendered. The service acts as a gateway into both statutory and non-statutory services in Hertfordshire. The estimated total value of the Contract is stated in II.1.5) of this notice and is for the initial term inclusive of the approximate value for extensions. For the avoidance of doubt, the estimated annual value of the Contract will be approximately £1762756. The Contract will be awarded for an initial term of three (3) years, with the option to extend the Contract by up to two (2) further years at the Council's discretion. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands. Organisations should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Organisations should seek independent legal advice on the implications of this prior to submitting their bid, where appropriate. Please Note the TUPE Employee Liability Information for this procurement has been provided along with other documentation for this procurement. TUPE related information is personal data and must be protected in accordance with the requirements of Data Protection legislation and must also be kept confidential. Therefore, by accessing this Tender via Supply Hertfordshire and then the View Details button and accessing the documentation for this procurement, Tenderers agree to undertake to treat the information as confidential and commercially sensitive at all times and take all reasonable steps to prevent any inadvertent disclosure to any third party.

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

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

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

Value excluding VAT: £8,813,780

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Council have the option to extend the Contract by up to two (2) further years at the Council's discretion.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

The Council have the option to extend the Contract by up to two (2) further years at the Council's discretion.

**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**

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-023639](#)

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

Date

9 October 2023

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

9 October 2023

Local time

12:00pm

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### **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Please note Hertfordshire County Council has worked closely with its districts and partners to create a joint procurement portal called supply Hertfordshire. This portal provides an e-Tendering system which is run by In-Tend. To access this procurement opportunity please visit Supply Hertfordshire Electronic Tendering Site - Home ([in-tendhost.co.uk](http://in-tendhost.co.uk)) and follow the on-screen guidance. If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.co.uk](mailto:support@in-tend.co.uk) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00. The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and

remain financially viable to fulfil the requirements under the Contract. The services advertised in this notice fall under the services listed in Annex XIV to Directive 2014/24/EU of the European Parliament and of the Council and the contracting authority is not obliged to follow The Public Contracts Regulations 2015 in full. The procurement process that will apply to the services is specified in the procurement documents accordingly.

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

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

High Court, Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

##### **VI.4.2) Body responsible for mediation procedures**

High Court, Royal Courts of Justice

The Strand,

London

WC2A 2LL

Country

United Kingdom

##### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures: The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Contract before

a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Contract has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Contract has been entered into the court has the options to award damages and/or to shorten or order the Contract ineffective.

**VI.4.4) Service from which information about the review procedure may be obtained**

Chief Legal Officer,

Hertfordshire County Council, County Hall, Pegs Lane

Hertford, Hertfordshire

SG13 8DE

Country

United Kingdom