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Tender

Planned Domiciliary Care Night Service Tender

Torfaen County Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-024232

Procurement identifier (OCID): ocds-h6vhtk-03f4ec

Published 17 August 2023, 4:13pm

Section I: Contracting authority

I.1) Name and addresses

Torfaen County Borough Council

Civic Centre

Pontypool

NP4 6YB

Contact

Richard Williams

Email

richard.williams@torfaen.gov.uk

Telephone

+44 1495742985

Country

United Kingdom

NUTS code

UKL16 - Gwent Valleys

Internet address(es)

Main address

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

Buyer's address

http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0498

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

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Social protection

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Planned Domiciliary Care Night Service Tender

Reference number

T.4526

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Torfaen County Borough Council are commissioning a Planned Night Care Service that will need to be delivered within the boundaries of Torfaen County Borough Council. Therefore, the Care Workers will need to have access to Transport to deliver the service Two Care Workers to be available to deliver care between 23.00- 07.00, 7 days per week 365 days per year.

II.1.5) Estimated total value

Value excluding VAT: £980,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85300000 - Social work and related services
- 98000000 - Other community, social and personal services
- 85312300 - Guidance and counselling services

- 98133100 - Civic betterment and community facility support services
- 85311000 - Social work services with accommodation
- 98341100 - Accommodation management services

II.2.3) Place of performance

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Torfaen

II.2.4) Description of the procurement

The Planned Night Care Service will need to be delivered within the boundaries of Torfaen County Borough Council. It will be a Domiciliary Care Service and must meet all the requirements of Regulation and Inspection of Social Care (Wales) Act 2016 (RISCA).

Staffing of the Planned Night Service

Two Care Workers to be available to deliver care between 23.00- 07.00, 7 days per week 365 days per year. Care Workers will need to have access to Transport to deliver the service

Management Support in the form of a Registered Manager or Care Co-ordinator. Ideally this support would be available via a Registered Domiciliary Care Office within Torfaen although if the Care Office was based in a neighbouring Gwent Local Authority Area Tenderers will not be excluded.

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

Start date

9 January 2024

End date

8 January 2026

This contract is subject to renewal

Yes

Description of renewals

There is an option to extend the contract for a further period of up to 24 months in total

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.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the procurement documents

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

18 September 2023

Local time

12:00pm

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

English, Welsh

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

18 September 2023

Local time

12:00pm

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 tender and all supporting documentation are only available from the Proactis Supplier Portal, which can be directly accessed following registration.

NB: Tender information and any questions and answers relating to the tender will only be available directly from the portal and will not be communicated by any other means.

Tender submissions will only be accepted via the portal and not by any other means unless otherwise agreed in writing by the Council.

E-Tender access information:

— Go to <https://supplierlive.proactisp2p.com/Account/Login>

You can access the opportunity by completing the following steps:

If you have not already signed-up to the Proactis Supplier Portal, click "Signup", complete the required information and then click "Register".

— Registration should only be performed once for each Organisation.

— If you think that someone in your Organisation may have already registered on this Portal then you must not register again.

— Please contact the Primary Contact in order to arrange access to the Portal.

An activation email will be sent to the email address of your primary contact.

Click on the link contained within the email to activate your account.

Sign into the Proactis Supplier Portal by entering your Login Name that you previously provided. Enter the temporary password that was provided in the activation e-mail.

Complete the Self Registration/Organisation Details. Click the arrows to move from page to page. On page 5, select Torfaen as a Buyer Organisation. On page 8, create a new password.

Click "Complete Registration"

Click on the Red Box marked "Opportunities", type Torfaen in the box at the top of the page called "Search by customer reference, title or customer name..." and click "Search"

Identify the Opportunity with the title of "T.4526 - Planned Domiciliary Care Night Service Tender" and click the White Arrow in a Blue Circle on the right-hand side of the line.

Click "Register Interest" Then click the Telescope button on the left-hand side of the page, then enter "Torfaen" in the box at the top of the page called "Search by customer reference, title or customer name..." and click "Search".

You will now see that the "T.4526 - Planned Domiciliary Care Night Service Tender" opportunity has now changed to Private. Click the White Arrow in a Blue Circle.

It is recommended that you read the information provided in the documents that can be found if you click the line marked "Request Documents" before attempting to answer any of the questions.

(WA Ref:133908)

VI.4) Procedures for review

VI.4.1) Review body

The High Court

Royal Courts Of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom