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Tender

Citywide Advice Service (HDG/2022/196)

Stoke-on-Trent City Council

F02: Contract notice

Notice identifier: 2022/S 000-024750

Procurement identifier (OCID): ocds-h6vhtk-0365aa

Published 5 September 2022, 8:31am

Section I: Contracting authority

I.1) Name and addresses

Stoke-on-Trent City Council

Civic Centre, Glebe Street

Stoke-on-Trent

ST4 1HH

Contact

Miss Agnes Ashun

Email

agnes.ashun@stoke.gov.uk

Telephone

+44 1782237651

Country

United Kingdom

Region code

UKG23 - Stoke-on-Trent

Internet address(es)

Main address

<https://www.stoke.gov.uk>

Buyer's address

<https://www.stoke.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=10364f5b-9c2a-ed11-8119-005056b64545>

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=10364f5b-9c2a-ed11-8119-005056b64545>

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

Citywide Advice Service (HDG/2022/196)

Reference number

DN622319

II.1.2) Main CPV code

- 85300000 - Social work and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Tenders are invited from interested parties for a Citywide Advice Service.

Stoke-on-Trent City Council is seeking a provider of an independent Citywide Advice Service. The Council requires the Provider to deliver a flexible and responsive Service delivering a range of activities including: Generalist Information and Advice; Independent Housing Advice; Debt and Money Advice and Welfare Benefits Advice. The Service will help to supply information and support opportunities for vulnerable people in the city, enabling individuals to make informed decisions around a range of issues such as managing their finances, maximising income opportunities, uptake of benefits for those who are eligible and reducing overall debt and issues that may impact on their housing or living conditions. This contract falls under the Public Contract Regulations 2015 Light Touch Regime (LTR) - Regulations 74 to 77. As such, the City Council will place an advert in Find a Tender Service (FTS), publish an award notice and comply with the principles of transparency and equal treatment. Further information and access to documents can be found at :

<https://procontract.due-north.com/Advert/Index?advertId=10364f5b-9c2a-ed11-8119-005056b64545>

II.1.5) Estimated total value

Value excluding VAT: £1,814,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 75110000 - General public services
- 79140000 - Legal advisory and information services
- 75310000 - Benefit services

II.2.3) Place of performance

NUTS codes

- UKG23 - Stoke-on-Trent

II.2.4) Description of the procurement

The Council requires the Provider to deliver a flexible and responsive Service delivering a range of activities including: Generalist Information and Advice; Independent Housing Advice; Debt and Money Advice and Welfare Benefits Advice. The Service will help to supply information and support opportunities for vulnerable people in the city, enabling individuals to make informed decisions around a range of issues such as managing their finances, maximising income opportunities, uptake of benefits for those who are eligible and reducing overall debt and issues that may impact on their housing or living conditions. This contract falls under the Public Contract Regulations 2015 Light Touch Regime (LTR) - Regulations 74 to 77. As such, the City Council will place an advert in Find a Tender Service (FTS), publish an award notice and comply with the principles of transparency and equal treatment.

II.2.5) Award criteria

Quality criterion - Name: Proposed delivery of Service / Weighting: 25

Quality criterion - Name: Customer access to Service / Weighting: 15

Quality criterion - Name: Staffing / Weighting: 10

Quality criterion - Name: Mobilisation Plan / Weighting: 5

Quality criterion - Name: Reporting format for Key Performance Indicators and Outcomes / Weighting: 5

Quality criterion - Name: Innovation and Added Value / Weighting: 5

Quality criterion - Name: Social Value / Weighting: 5

Price - Weighting: 30

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

Duration in months

60

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

10 October 2022

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

10 October 2022

Local time

4:00pm

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

Stoke-on-Trent City Council

Civic Centre, Glebe Street

Stoke-on-Trent

ST4 1HH

Country

United Kingdom

Internet address

<https://www.stoke.gov.uk/>