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Tender

The Provision of Specialised Employment Support for West Lothian Parents

West Lothian Council

F02: Contract notice

Notice identifier: 2023/S 000-026597

Procurement identifier (OCID): ocids-h6vhtk-03fb25

Published 8 September 2023, 11:50am

Section I: Contracting authority

I.1) Name and addresses

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Contact

Lisa Mallaghan

Email

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Telephone

+44 1506281814

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+44 1506281325

Country

United Kingdom

NUTS code

UKM78 - West Lothian

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140

I.3) Communication

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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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

The Provision of Specialised Employment Support for West Lothian Parents

Reference number

CC13038

II.1.2) Main CPV code

- 80400000 - Adult and other education services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Government have provided Local Authorities with funding under the No One Left Behind (NOLB) Child Poverty policy. This policy intends to work towards eradicating child poverty in Scotland through various means including Parental Employment Support.

The contract will have three lots which providers can bid for single or multiple lots. Providers will require eligible West Lothian parents to be supported to gain sectorial training, work experience and specialised employability skills that will enable them to gain employment aligned to their individual skills and work expectations or progress within their current workplace.

II.1.5) Estimated total value

Value excluding VAT: £570,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot 1 - Qualifications

Lot No

1

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 80300000 - Higher education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80520000 - Training facilities
- 80511000 - Staff training services
- 80500000 - Training services
- 80530000 - Vocational training services
- 80521000 - Training programme services
- 80570000 - Personal development training services
- 85312310 - Guidance services
- 85312300 - Guidance and counselling services
- 80510000 - Specialist training services
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

II.2.4) Description of the procurement

The provision of training programmes with recognised qualifications in areas that are relevant to the local economy and aligned to the needs and capabilities of the clients. Qualifications must be aligned to employment opportunities within the local labour market and consider the client's personal circumstances and family commitments. The training provided must support the clients to progress into employment or move closer to the

labour market at the end of the course.

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

Start date

27 November 2023

End date

31 March 2024

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 2 - Mentoring

Lot No

2

II.2.2) Additional CPV code(s)

- 79634000 - Career guidance services
- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 80000000 - Education and training services
- 80500000 - Training services
- 80510000 - Specialist training services
- 80530000 - Vocational training services
- 80521000 - Training programme services
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

II.2.4) Description of the procurement

An in-work mentor programme designed to create work placements that support marginalised clients that require additional assistance and support in the work place. This should include securing mentoring positions, liaising with the employer and providing 1 to 1 mentoring support to the client whilst undertaking the placement. Where the opportunity to progress results from the placement support must be provided to secure this progression and for an initial settling in period.

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

Start date

27 November 2023

End date

31 March 2024

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 - Employability Support

Lot No

3

II.2.2) Additional CPV code(s)

- 79634000 - Career guidance services
- 85312310 - Guidance services
- 85312300 - Guidance and counselling services
- 80000000 - Education and training services
- 80500000 - Training services
- 80510000 - Specialist training services
- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

II.2.4) Description of the procurement

Working alongside Access2employment service to compliment the current provision and bridge gaps to targeted niche groups of parents via the provision of a range of employability programmes.

Programmes should be designed to address client's barriers including confidence and self-worth, lack of work experience, mental health issues etc, and they must include support to access current income maximisation services, work placements and volunteering opportunities as a recognised means of progression for clients.

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

Start date

27 November 2023

End date

31 March 2024

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 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

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

6 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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

6 October 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Re: SPD Q3D.1, 3D.2 and 3D.3 Bidders should answer these questions on Environmental, social and labour law in relation to compliance

with the regulations covering Scotland and the UK.

Please note there are minimum requirements concerning Cyber Security for this contract, which will be evaluated on a pass/fail basis.

West Lothian Council is committed to maximising Community Benefits from its procurement activities. Under this procurement, the

contractor, and its supply chain, will be required to support the authority's economic, social and environmental objectives relating to

participation in skills development, training and employment initiatives and other value-added contributions. Accordingly, contract

performance conditions may relate in particular to social, economic and environmental considerations.

While the Community Benefits Information will in no way be scored/evaluated/taken into account beyond the requirement that it is

included in the bidder's Tender Submission, if the Community Benefits Information contains any Community Benefits, these will be

accepted by the Authority via the contract variation process and will be enforceable as part of the contract. Accordingly, where a contract is awarded to a bidder whose Tender Submission included Community Benefits, the bidder will be required to deliver those Community

Benefits as part of the contract. The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25136 . For more information see:

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

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(SC Ref:743830)

VI.4) Procedures for review

VI.4.1) Review body

Livingston Sherriff Court

Howden South Road

Livingston

EH54 6FF

Country

United Kingdom