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Tender

Targeted Short Breaks and Specialist Holiday Playscheme

Portsmouth City Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-027732

Procurement identifier (OCID): ocids-h6vhtk-037287

Published 3 October 2022, 4:09pm

Section I: Contracting authority

I.1) Name and addresses

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO12AL

Contact

Procurement Service

Email

procurement@portsmouthcc.gov.uk

Telephone

+44 2392688235

Country

United Kingdom

Region code

UKJ31 - Portsmouth

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.portsmouth.gov.uk/ext/business/business.aspx>

Buyer's address

<https://www.portsmouth.gov.uk/ext/business/business.aspx>

I.3) Communication

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

<https://intendhost.co.uk/portsmouthcc.aspx/home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://intendhost.co.uk/portsmouthcc.aspx/home>

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

Targeted Short Breaks and Specialist Holiday Playscheme

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Portsmouth City Council ('the council') is inviting tenders from suitably qualified suppliers to provide Specialist Holiday Playscheme and Targeted Short Breaks for children and young people with special education needs and disabilities in Portsmouth. This service will support children, young people and their families and ensure that the council meets our statutory duties.

This service is exclusively for the Targeted Short Breaks offer and does not include overnight respite or specialist care. It has two elements:

- Specialist Playscheme for children and young people with complex needs 5-19 years.
- Access to a range of regular sessional activities.

The venues will be sourced and funded by the provider.

The council is targeting to have awarded the contract on 20 December 2022 to allow for service commencement on 1 April 2023. The contract will be let for an initial term of 3 years which may then run for a further 2 years in increments set by the Council to a total maximum term of 5 years, subject to performance and at the sole option of the Council.

The estimated total contract value IRO £215,000 pa, £1,075,000 over maximum 5-year contract term. This is based on the current funding for the services.

The contract value is expected to remain in the region of £215,000 per annum for the term of the contract, however it may increase or decrease throughout the contract term subject to any known or unknown changes to budget allocation, variation of services, or addition

of further associated services in order to meet changes in demand or the service delivery.

An accurate forecast cannot be made regarding the level of further funding, if any, that may become available, but it is not expected to equate to an increase of more than approx. 10% and therefore approx. £1,182,500 total value over the 5-year maximum term. However, these estimates are not guarantees and are non-binding in terms of any maximum total upper value that may be let via the contracts.

The services covered under the contract are social services and fall under the 'light touch regime'. The Council will execute this procurement process in general accordance with the Open Procedure as set out within the Public Contract Regulations (2015).

The procurement process will be undertaken in line with the following programme:

- Issue FTS Contract Notice - 3 October 2022
- Issue Invitation to Tender - 3 October 2022
- ITT Return Deadline - 11 November 2022 at midday
- Standstill period - 10 December 2022 - 19 December 2022
- Contract Award - 20 December 2022
- Service Commencement - 1 April 2023

Application is via completed tender submission by the deadline stated above via the Council's e-sourcing system InTend which will be used to administrate the procurement process, the system can be accessed free of charge via the web link below:

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

II.1.5) Estimated total value

Value excluding VAT: £1,182,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85312100 - Daycare services
- 85312110 - Child daycare services
- 85312120 - Daycare services for disabled children and young people

II.2.3) Place of performance

NUTS codes

- UKJ31 - Portsmouth

II.2.4) Description of the procurement

The council are seeking to award a service provider to develop and maintain a specialist holiday playscheme for children and young people with a disability who need a high level of support and to offer a range of activities similar to the current offer to disabled children and young people who have additional needs that cannot be met by universal services.

The aim is to provide parents and carers with a break in care, whilst at the same time offering disabled children and young people positive activities that will promote their social, emotional and physical skills and build their confidence.

The services will offer fun and enjoyable activities for children and young people to socialise with peers and to help them form friendships whilst being provided with an appropriate level of support and supervision. Activities will take account of the disabilities of the individual Service Users.

This services to be provided have two elements:

- a) Specialist Playscheme for children and young people with complex needs
- b) Access to a range of targeted short break activities

Parents and carers will be able to self-refer their children to attend these schemes. There may also be referrals via PCC Children and Families Service and other professionals engaged/working with the family.

Targeted Short Breaks are offered to parents and carers and young people living in the city of Portsmouth who meet the eligibility criteria as set out in the Short Breaks Statement, available to view on the Portsmouth Local Offer website at:
<https://portsmouthlocaloffer.org/documents/short-breaks-statement/>

The Specialist Holiday Playscheme must be available across the school day i.e., 9.00am - 3.30pm. The option for extended hours for working parents could be made available at an additional cost. This should only be included if financially sustainable for the provider

without addition funding under the Contract. This service should offer a variety of provision to a range of different children e.g., ages and needs. The offer must be guided by feedback from current service users and families.

Geographical coverage:

City of Portsmouth residents only (PO1 to PO6).

Eligibility:

The services are for children and young people with SEND who live in the City of Portsmouth and are aged between 5 - 17 years old (up to their 18th birthday).

Parental Contributions:

Specialist Holiday Playscheme - Parental contribution made for each child of up to £25.00 per day to be collected by provider. The council will agree in writing any annual changes to this figure subject to negotiation.

Location of Delivery:

The venues will be sourced and funded by the Contractor. The venues should be:

- safe and fit for purpose and must comply with regulations for disabled children.
- in various areas of Portsmouth which are easily accessible for families across the city.
- accessible to families via their own transport or public transport links.

Service Standards:

Provision for those aged under 8-year-old should be appropriately registered with the regulatory body (Ofsted) on either or both of the Early Years and Childcare Registers, or an evidenced exemption be in place. The Contractor is encouraged to join the voluntary part of the Childcare Register where services are for children over the age of 8 years.

II.2.6) Estimated value

Value excluding VAT: £1,182,500

II.2.7) Duration of the contract or the framework agreement

Duration in months

60

II.2.14) Additional information

The initial contract term will be for 36 months with possibility of extending the term by a further 24 months to a maximum total term of 60 months in increments to be agreed, subject to performance and at the sole option of the Council.

Section III. Legal, economic, financial and technical information**III.1) Conditions for participation****III.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

The services covered under the contract are social services and fall under the 'light touch regime'. The Council will execute this procurement process in general accordance with the Open Procedure as set out within the Public Contract Regulations (2015).

Section IV. Procedure**IV.1) Description****IV.1.1) Form of procedure**

Open procedure

IV.2) Administrative information**IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

11 November 2022

Local time

12:00pm

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

English

Section VI. Complementary information

VI.3) Additional information

The contract value may increase or decrease throughout the contract term subject to any known or unknown changes to budget allocation, variation of services, or addition of further associated services in order to meet changes in demand or service delivery in accordance with Regulations 72 1) a) to e) of the Public Contracts Regulations (2015).

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

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