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Tender

## **Day Services for Older People with Complex Needs in East Lothian**

East Lothian Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2023/S 000-027804

Procurement identifier (OCID): ocds-h6vhtk-040261

Published 20 September 2023, 2:56pm

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

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

East Lothian Council

John Muir House

Haddington, East Lothian

EH41 3HA

#### **Email**

[procurement@eastlothian.gov.uk](mailto:procurement@eastlothian.gov.uk)

#### **Telephone**

+44 1620827827

#### **Country**

United Kingdom

**NUTS code**

UKM73 - East Lothian and Midlothian

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00181](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00181)

**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

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Day Services for Older People with Complex Needs in East Lothian

Reference number

ELC-23-0022

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

- 85000000 - Health and social work services

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

Services

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

East Lothian Council on behalf of East Lothian Health and Social Care Partnership (ELHSCP) is seeking provision of day services for older people with complex needs. Day Services have a key role to play in promoting wellbeing and supporting people to stay at home for as long as possible.

The following key principles are central to day services for older people in East Lothian:

- Provision of local services that reflect the varying needs of the communities they serve
- Reduction in carer stress
- Preventative in nature reducing social isolation and loneliness
- Innovation in dementia care and support
- Effective governance arrangements based on genuine partnership and collaboration with providers and communities

The Service will be centre based, person-centred and outcome focused, tailoring to individual needs, enabling individuals to have as good a quality of life as possible by providing meaningful activities, learning opportunities, social connection, and physical activity. The service will offer mental stimulation and physical activity sessions suitable for varied abilities and interests, at a level appropriate to the needs of the individual.

The following is a list of meaningful activity examples which is not exhaustive:

Art and craft therapy, seated exercise, music, singing, quizzes, falls prevention, reminiscence sessions, digital engagement, interactive games, music, outings, entertainment, game shows, nail care/manicure, relaxation therapies, reading, discussion groups, gardening, music and movement, musical instruments, outings, individual and group activities.

As services regulated by the Care Inspectorate, the Service shall include working with and assisting the person to achieve their activities of daily living.

This includes:

- Assistance/support with maintaining personal hygiene
- Addressing continence needs and assisting with continence management including necessary cleaning and safe disposal of waste.
- Support with eating and drinking, including food and/or drink preparation.
- Prompting, supporting or administering non-invasive prescribed medication in accordance with the Care Inspectorate guidance
- Achieving maximum mobility, using appropriate equipment where necessary
- Advice to carers on where they can get support and other aspects of their caring role such as with managing behaviours which are distressing

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

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

##### **II.2.1) Title**

East Linton

Lot No

2

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

## **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.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Gullane

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

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### **II.2.14) Additional information**

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## **II.2) Description**

### **II.2.1) Title**

Haddington and Lammermuir

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Musselburgh, Wallyford and Whitecraig

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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## **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

North Berwick

Lot No



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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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## **II.2.14) Additional information**

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## **II.2) Description**

### **II.2.1) Title**

Ormiston and Pencaitland

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Port Seton, Cockenzie and Longniddry

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

### **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.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Prestonpans

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

### **II.2.13) Information about European Union Funds**

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### **II.2.14) Additional information**

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## **II.2) Description**

### **II.2.1) Title**

Tranent

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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## **II.2.14) Additional information**

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## **II.2) Description**

### **II.2.1) Title**

Dunbar

Lot No

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

- 85300000 - Social work and related services

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

NUTS codes

- UKM73 - East Lothian and Midlothian

Main site or place of performance

East Lothian

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

The services are for people with complex needs and providers should have experience of achieving and maintaining high quality grading from the Care Inspectorate.

ELHSCP is commissioning these services on a locality basis, to ensure a close alignment with community need and is seeking to providers who are suitably experienced and qualified in delivering day services for older people and can demonstrate their ability to meet the outcomes of service users in these communities. Providers shall be able to offer the services in suitably equipped and located premises for the provision of the services in the community they serve.

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### **II.2.14) Additional information**

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## **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 Council is conducting a 2 stage tender process for this requirement (selection and award stages). Potential bidders should review the documentation and complete the SPD and selection criteria assessment in PCS-Tenders (link provided in this contract notice).

Stage 1 (Selection) - Bidders will be required to provide examples in the last 3 years that demonstrate that they have the relevant experience, capability and capacity to deliver the services as described in this Contract Notice. Bidders shall be able to demonstrate ability to operate services at Care Inspectorate grade 4 or above - by providing evidence of operation of services at Grade 4 or above for the Care and Support theme (or equivalent) and a minimum of Grade 3 for all other inspected themes. Assessments of financial standing, insurance levels and business resilience and GDPR compliance will also be included. Full details of the criteria are included in the tender documents.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Staff performing the services will require to have the relevant disclosure checks with the PVG scheme. Management and staff providing the services are qualified to relevant SSSC practice standards.

The Service Providers must be registered with the Care Inspectorate with relevant registration for the delivery of the services.

The Service Providers must maintain registration with the Care Inspectorate throughout the duration of the contract.

The Service Providers must maintain appropriate arrangements for data sharing.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Form of procedure**

Restricted procedure

#### **IV.1.10) Identification of the national rules applicable to the procedure**

Information about national procedures is available at: [www.gov.scot/policies/public-sector-procurement](http://www.gov.scot/policies/public-sector-procurement)

#### **IV.1.11) Main features of the award procedure**

The award procedure will include the evaluation of quality criteria, including proposals for delivery and management of the service. Evaluation of price will be based on compliance with available budget for the service.

### **IV.2) Administrative information**

#### **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

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## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

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



The Council is conducting a 2 stage tender process for this requirement (selection and award stages). Potential bidders should review the documentation and complete the SPD and selection criteria in PCS-Tenders (link provided in this contract notice).

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 24724. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

social care provision

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Information included in the Tender documentation outlines the Community Benefits that the Council is seeking as part of this Contract.

To support these endeavours the Tenderer is asked to provide details of how they propose to provide Community Benefits as part of the Contract.

(SC Ref:738735)

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

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

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom