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Tender

Rough Sleeper Housing Support Services

Caerphilly County Borough Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-028176

Procurement identifier (OCID): ocids-h6vhtk-0373b0

Published 7 October 2022, 8:49am

Section I: Contracting authority

I.1) Name and addresses

Caerphilly County Borough Council

Penallta House, Tredomen Park, Ystrad Mynach

Hengoed

CF82 7PG

Email

bakerrd@caerphilly.gov.uk

Telephone

+44 1443864548

Fax

+44 1443863167

Country

United Kingdom

NUTS code

UKL16 - Gwent Valleys

Internet address(es)

Main address

www.caerphilly.gov.uk

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272

I.3) Communication

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

Other activity

Housing Support

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Rough Sleeper Housing Support Services

Reference number

CCBC/PS2325/22/RB

II.1.2) Main CPV code

- 98000000 - Other community, social and personal services

II.1.3) Type of contract

Services

II.1.4) Short description

Rough Sleeper Housing Support Service

Caerphilly County Borough Council (CCBC) are seeking to appoint an organisation to deliver Housing Support for any individuals who are homeless or roofless and require holistic support. This service is for people aged 16 years and over living in the Caerphilly Borough.

The service will be funded via the Housing Support Grant (HSG)

Contract period from the 01 February 2023 - 31 January 2027 with the option to extend for up to further period of twenty-four (24) months reviewed after twelve (12) months

The estimated value includes the potential contract period including extensions

Full Details are in the ITT

II.1.5) Estimated total value

Value excluding VAT: £2,700,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98000000 - Other community, social and personal services

II.2.3) Place of performance

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Caerphilly County Borough

II.2.4) Description of the procurement

Rough Sleeper Housing Support Services for those homeless, roofless and 16 years and over.

The aim of the HSG is to enable vulnerable people to remain in a more independent living situation through the provision of support.

Please see ITT for full details

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

Start date

1 February 2023

End date

31 January 2027

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

Please note that there is an option to extend for up to a further period of twenty-four (24) months, reviewed after twelve (12) months.

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

Stage One - Selection Stage

Providers will need to pass all pass / fail questions and achieve a score of 6 or more in line with the scoring methodology to proceed to stage two - tender response

Stage Two - Award Stage - Tender Response

This stage will be evaluated using the Most Economical Advantageous Tender (MEAT) criterion, structured as

Price 20% / Quality 80%

The quality aspect will be divided into categories consisting of:

Social Value 10%

Tender Response 10%

Interview 45%

Case Study 15%

All questions in the tender response / interview and case study shall be scored out of 10 marks per question and provider's must achieve a score of 6 or more in line with the scoring methodology for each question. Failure to achieve shall result in being eliminated from the process.

Please note the Social Value document contained in the tender pack for guidance on evaluation.

Full details are in the ITT

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Review and Monitoring in place, details within the specification

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

4 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.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

PLEASE NOTE REGISTERING AN INTEREST IN THE SELL2WALES NOTICE IS NOT

REGISTERING AN INTEREST IN THIS TENDER YOU MUST FOLLOW THE INSTRUCTIONS BELOW IN ORDER TO SUBMIT A TENDER:

1. Log in to the Proactis Supplier Portal at:
<https://supplierlive.proactisp2p.com/Account/Login> ;
2. Click the 'Sign Up' option on the Portal homepage (If already registered go to point 11);
3. Enter your correct Organisation Name, Details and Primary Contact Details;
4. Make a note of the Organisation ID and User Name, then click 'Register';
5. You will then receive an email from the system asking you follow a link to activate your account;
6. Enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details;
7. In the Classification section ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes specific to your organisation are added to your profile;
8. Buyer Selection — At this stage you are required to indicate which Buyer Organisations you would like to register with. Remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities;
9. Terms and Conditions — Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage;
10. Insert a password for the admin user and repeat it. The password Must be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select 'Complete Registration' and you will enter the Supplier Home page;
11. From the Home Page, go to the 'Opportunities' icon, all current opportunities will be listed. Click on the blue arrow under the field 'Show Me' of the relevant opportunity then click to register your
interest on the applicable button;
12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow;

13. Note the closing date for completion of the relevant project. To find all available documentation drop-down the 'Request Documents' option and click to download all documents;

14. You can now either complete your response or 'Decline' this opportunity. All queries are to be made via the messaging system on the Proactis portal. We will not accept any questions/queries via telephone/email.

A supplier guide is available via the portal detailing how to use the Proactis Plaza system.

If you require assistance please contact Jemma Ford. 01443 863163;
fordj1@caerphilly.gov.uk or the procurement team on 01443 863161.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at
https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=125039.

(WA Ref:125039)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom