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Tender

Personal Care for a Young Person with Complex Disabilities

The City of Edinburgh Council

F21: Social and other specific services – public contracts

Prior information notice with call for competition

Notice identifier: 2022/S 000-028539

Procurement identifier (OCID): ocds-h6vhtk-0374ae

Published 11 October 2022, 12:40pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

John Youngs

Email

john.youngs@edinburgh.gov.uk

Telephone

+44 1314693922

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.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

Personal Care for a Young Person with Complex Disabilities

Reference number

CT0918

II.1.2) Main CPV code

- 85310000 - Social work services

II.1.3) Type of contract

Services

II.1.4) Short description

The City of Edinburgh Council are urgently seeking a suitably qualified Care at Home Provider to provide the management of/ and supply of high-quality carers (preferably female) to support the home care for a 13-year-old girl (M) who has a diagnosis of Dravet's Syndrome and Cerebral Palsy and requires support with all aspects of her life. M also has a severe visual impairment and is gastrostomy fed.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

The City of Edinburgh Council are urgently seeking a suitably qualified Care at Home Provider to provide the management of/ and supply of high-quality carers (preferably female) to support the home care for a 13-year-old girl (M) who has a diagnosis of Dravet's Syndrome and Cerebral Palsy and requires support with all aspects of her life. M also has a severe visual impairment and is gastrostomy fed.

More details are contained within the attached PIN document.

The total weekly care requirement is estimated to be in the region of 44 hours average per week based on the pattern set out in the table in the attached document with an additional 130 hours to be used flexibly per annum during the school holidays.

This table shows the pattern and staffing required during term time. Staffing ratio 2 to 1 is required.

The Council would be interested to hear from Providers who could deliver parts of the service, or work with other Providers to propose solutions to the full care plan.

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

Duration in months

60

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

A Providers Event will be held in October or November online to give providers the opportunity to meet with key Council staff to discuss the requirement. Please see attached PIN notice document for details, and email john.youngs@edinburgh.gov.uk to register your interest.

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

It is a mandatory requirement of this Contract that the Provider shall register / be registered with the Care Inspectorate (CI) for the provision of Care at Home Services suitable for children and young people and have an average grade no lower than a 3. If the Provider should, for whatever reason, fall below a grade of 3 then the Provider will work with the Council to address any issues or concerns quickly as part of an action plan.

It is a mandatory requirement of this Contract that the Provider has a proven track record and the relevant expertise required to deliver this type of service.

The Service Provider will ensure that the taking up of references for all staff will be undertaken. It is a mandatory requirement of this Contract that the Provider will ensure staff providing the services are PVG screened at the required level and meet the legal requirements to work in the UK. Please see guidance at:

<https://www.mygov.scot/organisations/disclosure-scotland/>

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Procedure involving negotiation

IV.1.11) Main features of the award procedure

If a supplier believes they can fulfil part or all of the specification, please complete the SPD linked with this PIN and submit a written proposal (2 sides A4) detailing: Which elements of the Specification you propose to deliver and how; the hourly rates and associated charges (management, overheads) with the proposal.

The Council will then take forward to negotiation and resubmission the best combination or single proposals that provide the necessary outcomes for the individual.

IV.2) Administrative information

IV.2.2) Time limit for receipt of expressions of interest

Date

11 November 2022

Local time

11:00am

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

English

IV.2.5) Scheduled date for start of award procedures

1 December 2022

Section VI. Complementary information

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Attached to this notice are a Draft Specification and Terms and conditions for working with the City of Edinburgh Council. Potential suppliers should register their interest in PIN Notice, and download all attached documentation.

If a supplier believes they can fulfil part or all of the specification, they should complete the SPD linked with this PIN Call for Competition and submit a written proposal (no more than 2 sheets of a4) detailing how they are proposing to support or deliver the specification.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=708330.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

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

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

(SC Ref:708330)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=708330

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriffs Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom