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Tender

## **SCHOOL COUNSELLING SERVICES**

Argyll and Bute Council

F02: Contract notice

Notice identifier: 2022/S 000-029533

Procurement identifier (OCID): ocds-h6vhtk-03773d

Published 20 October 2022, 8:46am

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

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

Argyll and Bute Council

Kilmory

Lochgilphead

PA31 8RT

#### **Contact**

Emma Graham

#### **Email**

[emma.graham@argyll-bute.gov.uk](mailto:emma.graham@argyll-bute.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.argyll-bute.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00063](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00063)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.publiccontractsscotland.gov.uk](http://www.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**

SCHOOL COUNSELLING SERVICES

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

- 85312320 - Counselling services

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

Services

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

The Council require a Service Provider to provide a Counselling in Schools Service on behalf of the Council in the Argyll and Bute area.

The counselling service is a universally accessible service and should be available to secondary school pupils (primarily), and primary and special schools in communities for pupils aged 10 and over.

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

This contract is divided into lots: No

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

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

- 85312320 - Counselling services
- 85312300 - Guidance and counselling services

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Argyll and Bute Council

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

The Council require a Service Provider to provide a Counselling in Schools Service on behalf of the Council in the Argyll and Bute area.

The counselling service is a universally accessible service and should be available to secondary school pupils (primarily), and primary and special schools in communities for pupils aged 10 and over.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 90

Price - Weighting: 10

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract may be extended for up to 1 + 1 years at the option of Argyll and Bute Council, subject to satisfactory performance of the contract.

#### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

See attached Invite to Tender (ITT).

#### **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

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## **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

21 November 2022

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**

Tender must be valid until: 20 March 2023

**IV.2.7) Conditions for opening of tenders**

Date

21 November 2022

Local time

12:00pm

Place

Public Contracts Scotland Postbox.

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: No

**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**

Bidders are invited to attend a Bidders Presentation and a Q&A Session on the 28th of October at 1pm via MS Teams. Please see tender documents for full details.

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=710821](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=710821).

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](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:

See attached tender document.

(SC Ref:710821)

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

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

Oban Sheriff Court and Justice of the Peace

Oban

Country

United Kingdom