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Tender

EDC/2023/3669 ASN Summer Play Scheme

East Dunbartonshire Council

F02: Contract notice

Notice identifier: 2023/S 000-029667

Procurement identifier (OCID): ocds-h6vhtk-03a170

Published 9 October 2023, 11:03am

Section I: Contracting authority

I.1) Name and addresses

East Dunbartonshire Council

Civic & Corporate Headquarters, Southbank Marina, 12 Strathkelvin Place

Kirkintilloch

G66 1TJ

Contact

Nicola Young

Email

Nicola.Young@eastdunbarton.gov.uk

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00225

I.3) Communication

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

EDC/2023/3669 ASN Summer Play Scheme

II.1.2) Main CPV code

- 85312120 - Daycare services for disabled children and young people

II.1.3) Type of contract

Services

II.1.4) Short description

East Dunbartonshire Council wish to establish a contract for the delivery of a Summer Play Scheme for Primary School aged children with Additional Support Needs (ASN).

The play scheme will run annually during the school summer holidays at the new Woodland View ASN School in Kirkintilloch and cater for circa 90 children over the 6/7 weeks of the school holiday period in July and August each year.

The award of the ASN play scheme at Woodland View will be for an initial period of thirty-three (33) months with the option for a further two (2) twelve (12) month extensions.

II.1.5) Estimated total value

Value excluding VAT: £1,128,825

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

II.2.4) Description of the procurement

The ASN play scheme requires the supplier to work with primary school aged children who have a wide range of moderate and complex learning needs – this may also involve medical and personal care.

Due to the complexity of the children's needs and to ensure child safety and wellbeing at all times, the supplier must have both experience and knowledge of working with children who have moderate and complex learning needs.

The play scheme must be operational for all full weeks of the school summer holidays. The service provision hours of operation are from 10.00am-3.00pm each day – Monday to Friday.

The upper limit for numbers of children attending each day would be 45. There would be a requirement to register with the Care Inspectorate for this service – maximum number of children being 45.

The staff / child ratio will be 1:1 in most cases but for those children with a very high level of need, this would be 2 adults to 1 child. For those children with more moderate learning needs, this ratio could be 1:2 (1 adult to 2 children).

The children would be working in groups / zones and not solitary 1 to 1.

There are 90 primary school aged children on the roll at Woodland View School, EDC would like to offer up to 15 days but no less than 10 days of holiday childcare per child. There would also be places available for children attending who attend Enhanced Learning Resources (ELR – Tier 2 provision) within East Dunbartonshire through a Request for Assistance process.

The supplier must provide a range of play experiences for all children attending, there should be opportunities for both indoor and outdoor play.

The activities must be suitable for each child's age and stage of development. Possible examples of activities are as follows:- art / craft, sports, drama, music, dancing, baking.

The supplier is responsible for providing a healthy lunch for children, dietary requirements must be taken into account including allergies, food intolerances as well as children who require specific support with feeding – e.g. peg feeding, blenderised diets.

The supplier will have access to the kitchen at the venue or may arrange outside catering.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Start date

1 December 2023

End date

31 August 2026

This contract is subject to renewal

Yes

Description of renewals

Two (2) Twelve (12) month extensions at East Dunbartonshire Councils sole discretion.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders will be required to have a minimum yearly "specific" turnover of 500,000.00 GBP for the last three (3) years in the business area covered by the contract.

Minimum level(s) of standards possibly required

A minimum yearly “specific” turnover of 500,000.00 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Bidders responses should include specific examples of their experience providing a range of learning experiences to children who have moderate and complex learning needs, medical needs & dietary requirements. Please highlight successes, risks, issues and how these were managed.

Bidders are required to have the appropriate knowledge and capability to register the ASN Summer Play Scheme with the Care Inspectorate, please detail what services you currently run either in-house or on behalf of a third party which requires a Care Inspectorate Registration.

Please detail how you monitor & evaluate your service for quality. Your answer should include but not be limited to self-evaluation of stakeholder, staff & children.

Bidders will be required to confirm that their managerial AND Playworker staff have relevant educational and professional qualifications.

Minimum level(s) of standards possibly required

A service registered with the Care Inspectorate.

Employees who are registered with a regulatory body like (The Scottish Social Service Council (SSSC) or another recognised regulatory regularity body and hold or be working towards recognised qualifications relevant to their role.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The contract will be governed by EDC Terms & Conditions for Delivery of ASN Summer Play Scheme which are included within the tender pack and available to download from PSC:

“EDC20233669 ASN Summer Play Scheme Terms & Conditions”

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-002915](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

16 November 2023

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

Duration in months: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

16 November 2023

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Estimated rerun of this procurement in August 2028.

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

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=746743.

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:

Potential Providers are encouraged to offer a contribution towards Community Benefits, which will be provided as part of the contract. Therefore, please describe the Community Benefits that your organisation commits to deliver.

Opportunities for community benefits may include:

1. Education support initiatives.
2. Working with schools, colleges, universities to offer work experience or educational/professional advice.
3. Community engagement events or providing value to the local community.

(SC Ref:746743)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=746743

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sherriff Court

Glasgow

Country

United Kingdom