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Tender

## **Guidance and training for Surrey Residents wishing to establish their own Care Worker Micro Enterprise**

Surrey County Council

F02: Contract notice

Notice identifier: 2023/S 000-030284

Procurement identifier (OCID): ocids-h6vhtk-040be1

Published 13 October 2023, 1:20pm

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

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

Surrey County Council

Woodhatch Place,11 Cockshot Hill, Reigate

Surrey

RH2 8EF

#### **Email**

[naura.ogbe@eastsussex.gov.uk](mailto:naura.ogbe@eastsussex.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://supplierlive.proactisp2p.com/Account/Login?cid=surreycc#>

### **I.3) Communication**

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

<https://supplierlive.proactisp2p.com/Account/Login?cid=surreycc#>

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?cid=surreycc#>

### **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**

Guidance and training for Surrey Residents wishing to establish their own Care Worker Micro Enterprise

Reference number

DN1560

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

- 80000000 - Education and training services

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

## Services

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

Surrey County Council (SCC) wish to commission a support organisation to provide expertise and guidance to help establish a growing micro-enterprise market in Surrey.

To apply search :RFX1000435 in proactis

<https://supplierlive.proactisp2p.com/Account/Login?cid=surreycc#>

The council requires an organisation to provide guidance to and develop Personal Assistants who work directly with one or more individuals to help them with various aspects of their daily life and to live as independently as possible. Personal assistants provide a wide range of support such as personal care, domestic assistance (e.g. cleaning or dog walking), gardening, social activities, support with paperwork, support to access work, support to maintain relationships with family and friends. In Surrey, there is a chronic shortage of personal assistants.

We are looking for an organisation to:

- Develop local capacity to provide support to residents who wish to set up micro-enterprises. This could be through upskilling Surrey County Council staff or providing already knowledgeable staff.
- Increase the capability and confidence of SCC to stimulate and support micro-enterprises in Surrey.
- Provide coaching-style guidance, as well as written operating models, learning opportunities, access to national networks, peer support and training.
- Provide insight into the care demand in Surrey to inform micro-enterprise market shaping, ensuring micro-enterprises are meeting local needs and so have the greatest chance of success.
- Connect with existing micro-enterprises in Surrey and increase the visibility of their services amongst potential clients.

### **II.1.5) Estimated total value**

Value excluding VAT: £250,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

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

LOT 1 Micro-provider support worker

Lot No

1

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

- 80000000 - Education and training services

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

NUTS codes

- UK - United Kingdom

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

Surrey County Council (SCC) wish to commission a support organisation to provide expertise and guidance to help establish a growing micro-enterprise market in Surrey.

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- Connect with existing micro-enterprises in Surrey and increase the visibility of their services amongst potential clients.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 year contract with (+1+1) extension options

#### **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

## **II.2) Description**

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

LOT 2. Micro-provider support

Lot No

2

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

- 80000000 - Education and training services

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

NUTS codes

- UK - United Kingdom

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

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Options: No

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

## **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

13 November 2023

Local time

12:00pm

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

English

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

Date

13 November 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

SURREY COUNTY COUNCIL

Surrey

Country

United Kingdom