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Tender

Educational Services Procured Services Arrangement (PSA)

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2022/S 000-031043

Procurement identifier (OCID): ocds-h6vhtk-030435

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Section I: Contracting authority

I.1) Name and addresses

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UKM95 - South Lanarkshire

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Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.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

<https://www.publictendersscotland.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

Educational Services Procured Services Arrangement (PSA)

Reference number

SLC/PS/EDUC/19/028

II.1.2) Main CPV code

- 80000000 - Education and training services

II.1.3) Type of contract

Services

II.1.4) Short description

This procurement is Phase 5 of the South Lanarkshire Council established multi Lot, multi provider Procured Services Arrangement (PSA). The aim of the PSA is to allow SLC Education Resources and all SLC schools to contract compliantly with providers who will deliver all forms of educational services. These will include services funded by Pupil Equity Funding, Access to Counsellors Mental Health Funding, Council budgets and other education funding.

II.1.5) Estimated total value

Value excluding VAT: £42,141,617

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 5 - Curriculum, Consultancy and Virtual Learning

Lot No

5

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide learning, support or assessment services primarily in Literacy, Numeracy and,

Health and Wellbeing including, but not limited to, the use of standardised diagnostic assessment and screening tools.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 8 - Tracking, Monitoring and Assessment

Lot No

8

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

To support education establishments with solutions to manage assessment information.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 11 - Specialist Intervention Services

Lot No

11

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide services which provide specific interventions within the school day to support children and young people by diversifying the curriculum and offering learning activities which go beyond the core business of the school curriculum while at the same time linking closely with a Curriculum for Excellence through the broad general education and senior phase. The services to be provided will focus on activities that re-engage children with learning.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 12 - General Educational Services

Lot No

12

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services
- 85311300 - Welfare services for children and young people

- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 85312320 - Counselling services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

This lot will provide for general educational services that do not fall within the specification of the other Lots.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 6 - Adult learning

Lot No

6

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services

- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Be responsible for the delivery of learning opportunities to support learners develop new skills, improve employability and life chances.

.

For some call of contracts awarded under this Lot there may be a requirement for personnel providing services to have an appropriate Adult Learning/Community Learning and Development qualification and to be CLD Standards Council registered. These possible requirements are referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 4 - Cultural Education Services

Lot No

4

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services

- 80212000 - Vocational secondary education services
- 80310000 - Youth education services
- 80300000 - Higher education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services
- 85311300 - Welfare services for children and young people
- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 85312320 - Counselling services
- 85322000 - Community action programme
- 85323000 - Community health services
- 75124000 - Administrative recreational, cultural and religious services
- 79952100 - Cultural event organisation services
- 92000000 - Recreational, cultural and sporting services
- 92500000 - Library, archives, museums and other cultural services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide specific support to children , young people and adults by seeking to develop English language skills and validate their skills within a structured learning environment.

.

For some call of contracts awarded under this Lot there may be a requirement for personnel providing services to have an appropriate TEFL qualification or a comparable qualification in developing English language skills. These possible requirements are referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 3 - Community and Family Engagement

Lot No

3

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services
- 85311300 - Welfare services for children and young people
- 85312300 - Guidance and counselling services
- 85312310 - Guidance services
- 85312320 - Counselling services

- 85312400 - Welfare services not delivered through residential institutions
- 85312330 - Family-planning services
- 75200000 - Provision of services to the community
- 85322000 - Community action programme
- 85323000 - Community health services
- 98000000 - Other community, social and personal services
- 98133100 - Civic betterment and community facility support services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide professional assistance, guidance and support in engaging young people, parents, carers and wider community in learning through activities.

.

For some call of contracts awarded under this Lot there may be a requirement for personnel providing services to have an appropriate Community Learning and Development qualification and to be CLD Standards Council registered. These possible requirements are referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 2 - Counselling, Support and Advice services

Lot No

2

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 80200000 - Secondary education services

- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80420000 - E-learning services
- 85312300 - Guidance and counselling services
- 85312320 - Counselling services
- 85311300 - Welfare services for children and young people
- 80410000 - Various school services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide professional assistance, guidance and support in resolving Service Users personal or psychological problems, and promoting good mental wellbeing. This will include one to one counselling.

.

For some call of contracts awarded under this Lot there may be a requirement for staff providing counselling to have a recognised qualification in counselling and also there may be a requirement for personnel involved in the provision of some services to be COSCA/BACP registered. These possible requirements are referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme

Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 7 - Youth Work

Lot No

7

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services
- 98133110 - Services provided by youth associations

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Enable young people to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and reach their potential.

.

For some call of contracts awarded under this Lot there may be a requirement for personnel providing services to have an appropriate Youth Work/Community Learning and Development qualification and to be CLD Standards Council registered. These possible requirements are referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 10 - Professional Learning

Lot No

10

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services

- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Provide career long professional learning and development opportunities for all staff.
Provide learning and development opportunities for volunteers.

.

For some call of contracts awarded under this Lot there may be a requirement for the provider to hold the relevant qualifications/accreditations to provide the services. This possible requirement is referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 9 - Awards and Certification

Lot No

9

II.2.2) Additional CPV code(s)

- 72212190 - Educational software development services
- 75121000 - Administrative educational services
- 80000000 - Education and training services
- 80100000 - Primary education services
- 80110000 - Pre-school education services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services

- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Ensure that learners have access to accredited and non-accredited awards that improve life chances, compliment their personal development and can help them progress towards work and/or further study.

.

For some call of contracts awarded under this Lot there may be a requirement for the provider to hold the relevant accreditations to deliver the award. This possible requirement is referred to in the Specification.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

II.2) Description

II.2.1) Title

Lot 1 - Activity Based and Residential Learning

Lot No

1

II.2.2) Additional CPV code(s)

- 80000000 - Education and training services
- 80100000 - Primary education services

- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80340000 - Special education services
- 80400000 - Adult and other education services
- 80410000 - Various school services
- 80420000 - E-learning services
- 55200000 - Camping sites and other non-hotel accommodation
- 55243000 - Children's holiday-camp services
- 85311000 - Social work services with accommodation

II.2.3) Place of performance

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

II.2.4) Description of the procurement

Support and encourage learners to manage their own learning to develop skills, improve performance and maximise potential.

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

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further period of up to 5 years in increments at the discretion of SLC, subject to satisfactory performance, financial standing and availability of funding.

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.2.14) Additional information

This PSA will remain open to new applicants for the full term.

All staff involved in the delivery of the services must have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

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

SPD Question 4A.1 Trade Registers

It is a requirement of this tender that if the Applicant is UK based they must hold a valid registration with Companies House. Where the Applicant is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given.

If the Applicant is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

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SPD Question 4A.2 Authorisation/Membership

Where it is required, within a Applicant's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

Applicants must confirm if they hold the particular authorisation or memberships.

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPD Question 4B.4 Economic and Financial Standing

The Council will use the following ratios to evaluate a Applicants financial status:

Profitability – this is taken as profit after tax but before dividends and minority interests;

Liquidity – this is calculated as current assets less stock and work in progress, divided by current liabilities;

Gearing– this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage.

Applicants must provide the name and value of each of the 3 ratios within their response to SPD question 4B.4.

The Council requires Applicants to pass 2 out of the 3 financial ratios above.

Where 2 out of the 3 ratios cannot be met, the Council may take account of other factors (including those listed below) when assessing financial viability and the risk to the Council, providing that the Applicant can supply evidence to substantiate any of the mitigating criteria when requested to do so. The following list is not exhaustive and other criteria may be considered where proposed by a Applicant as mitigating factors:

Would the Applicant have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes "marginal"?

Does the Applicant operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the Applicant have sufficient reserves to sustain losses for a number of years?

Does the Applicant have a healthy cashflow?

Is the Applicant profitable enough to finance the interest on its debt?

Is most of the Applicant's debt owed to group companies?

Is the Applicant's debt due to be repaid over a number of years, and affordable?

Have the Applicant's results been adversely affected by "one off costs" and / or "one off accounting treatments"?

Do the Applicant's auditors (where applicable) consider it to be a "going concern"?

Will the Applicant provide a Parent Company Guarantee?

Is the Applicant the single supplier/source of the Goods/Works/Services in the marketplace?

The Council will request submission of and assess the Applicants financial accounts, and may use financial verification systems to validate the information provided.

The Council will not carry out a financial appraisal of Applicants until the value of all Call off Contracts awarded to the Applicant reaches 50,000 GBP, at which point Applicants who have been appointed to the PSA will be required to re-submit their financial ratios as detailed in the Contract Notice and supply copies of their 2 most recent years audited accounts, within 2 working days of being requested to do by the Council, to allow the Council to carry out a financial appraisal. Applicants must pass the financial appraisal when it is carried out or their appointment to the PSA may be terminated.

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SPD Question 4B.5 Insurance

The Applicant must confirm that they have or will commit to obtain prior to the commencement of the contract, the following Insurances:

Employer's Liability Insurance

Public Liability Insurance

*Professional Indemnity Insurance

*Providers will not be required to hold Professional Indemnity Insurance as a mandatory requirement for appointment to the PSA. Providers may be required to have/put in place Professional Indemnity Insurance for specific call offs awarded under the PSA and will be advised of this requirement at the point of call off.

Minimum level(s) of standards possibly required

The Council will apply the following levels to the ratios to evaluate a Applicants financial status:

Profitability - If a company makes a profit then it is a pass for this ratio;

Liquidity - If greater than or equal to one then it is a pass for this ratio;

Gearing - If less than or equal to 100% it is considered a pass for this ratio.

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SPD Question 4B.5 Insurance

The Applicant must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Employer's Liability Insurance covering the death of or bodily injuries to employees of the Applicant arising out of and in the course of their employment in connection with this contract to the level of 10000000 GBP in respect of each claim, without limit to the number of claims.

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Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the Applicant) or loss of or damage to property resulting from an action or failure to take action by the Applicant to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

.

Professional Indemnity Insurance covering the failure of the Applicant to use the skill and care normally used by professionals providing the services described in this tender to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

Providers will not be required to hold Professional Indemnity Insurance as a mandatory requirement for appointment to the PSA. Providers may be required to have/put in place Professional Indemnity Insurance for specific call offs awarded under the PSA and will be advised of this requirement at the point of call off.

III.1.3) Technical and professional ability

List and brief description of selection criteria

SPD Question 4C.1.2 Technical and Professional Ability

With reference to the nature and details of the services to be supplied under the PSA Lots, 3 relevant examples, of a similar size and nature, are to be provided of services delivered by the applicant in the last 3 years.

If multiple Lots are being applied for, Applicants must provide 3 examples of experience for each Lot being applied for.

.

SPD Question 4C.6 Technical and Professional Ability (Qualifications)

It is a mandatory requirement of this tender that all the applicants staff who will be involved in delivering services under the PSA have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

It is a requirement of this PSA that Applicants recommended for appointment complete and submit, when requested to do so by the Council, the PVG Declaration in the general attachments area, prior to appointment to the PSA.

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SPD Question 4D.1 Quality Assurance Schemes

It is a mandatory requirement of this PSA that applicants hold either ISO 90001:2015 Quality Management System or an internal Quality Management System as detailed in Attachment 11 in the SPD General Attachments area.

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: [2022/S 000-017893](#)

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

Date

30 December 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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

4 January 2023

Local time

12:00pm

Place

South Lanarkshire Council

Information about authorised persons and opening procedure

Sealed sequential opening for applications

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Currently 4 times per annum based on school terms.

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

SPD Question 2.C.1 Reliance on the capacities of other entities

Applicants are required to complete a full SPD for each of the entities whose capacity they rely upon

SPD Question 2.D.1 Subcontractors on whose capacity the Applicant does not rely

Applicants are required to complete a shortened version of the SPD for each Subcontractor on whose capacity the Applicant does not rely on

.

Exclusion Criteria

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

SPD Questions 3A – 3C have been identified as mandatory exclusion grounds and SPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds a bid will be excluded where the Applicant fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. .For the discretionary exclusion grounds a bid may be excluded where the Applicant fails to provide either a positive response or if the Council is not satisfied as to

the self cleansing measures undertaken.

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Declarations and Certificates

The applicants recommended to join the PSA will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

SPD Question 2D.1 Prompt Payment Certificate

SPD Question 3A.1-.8 Serious and Organised Crime Declaration

SPD Question 3A.6 Modern Slavery Act 2015 Declaration

SPD Question 3D.3 Human Rights Act Declaration

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4B.5.1 Insurance Certificates

SPD Question 4C.6 Protection of Vulnerable Groups Scotland) Act 2007 Declaration

Declaration Section *Form of Tender

*The 'Form of Offer to Tender' must be completed and uploaded within the relevant question in the Commercial Envelope.

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In the case of this PSA procedure this information will be requested by the Council when applicants are recommended for appointment to the PSA prior to the issue of any mini competitions or Direct Awards under the PSA.

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Other declarations and questionnaires may require to be completed for future mini competitions, these will be issued as required with the mini competition ITTs.

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Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the SPD will invalidate the application.

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Please note, the alternative review body to the local Sheriff Court detailed in VI.4.1 is:

Court of Session

Parliament House

Parliament Square

Edinburgh

EH1 1RQ

+44 1312252595

supreme.courts@scotcourts.gov.uk

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22721 .
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

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:

The Council is committed to securing Community Benefits through its contracts.

Applicants are required to detail any Community Benefits you wish to offer the Council as part of your application.

(SC Ref:711594)

VI.4) Procedures for review

VI.4.1) Review body

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street,

Hamilton

ML3 0BT

Email

hamiltoncivl@scotcourts.gov.uk

Telephone

+44 1698282957

Country

United Kingdom

Internet address

www.scotcourts.gov.uk