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Tender

CC12957 - Forrest Walk Residential Care for Adults with a Physical Disability including Respite and Day Care Provision

WEST LoTHIAN COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-031795

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

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Section I: Contracting authority

I.1) Name and addresses

WEST LoTHIAN COUNCIL

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Contact

Tom Henderson

Email

tom.henderson@westlothian.gov.uk

Country

United Kingdom

NUTS code

UKM78 - West Lothian

Internet address(es)

Main address

<https://www.westlothian.gov.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140

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 to the above-mentioned address

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

CC12957 - Forrest Walk Residential Care for Adults with a Physical Disability including Respite and Day Care Provision

Reference number

CC12957

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

The aim of the service is to provide care and support for physically disabled service users with complex needs who have been assessed as requiring 24-hour support within a registered care home environment in the community.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85311000 - Social work services with accommodation
- 85310000 - Social work services

II.2.3) Place of performance

NUTS codes

- UKM78 - West Lothian

II.2.4) Description of the procurement

The building at Forrest Walk is owned by West Lothian Council.

The aim of the service is to provide care and support for physically disabled service users with complex needs who have been assessed as requiring 24-hour support within a registered care home environment in the community. The Unit requires on-site 24-hour staffing and it is likely that

the residents will have a high level of cognitive or intellectual impairment.

The following services are provided at Forest Walk:

Residential Provision – four en-suite bedrooms and living area for long-term placements.

The service provides all care and support for physically disabled service users with complex needs

who have been assessed as requiring 24-hour support within a registered care home environment

in the community.

Respite Provision – two en-suite bedrooms and living area for respite care placements

Respite provision offers short breaks to people with complex physical disabilities with a high level

of physical care needs. Local short breaks make it more likely that people will be able to continue

their other daily activities e.g. day care whilst in the service while also offering their family and

carers a break.

Day Care Provision - two places per day for people with complex physical disabilities and high

dependency care needs and who require a high level of personal care and support. This service is

offered to people for whom other day support services is no longer appropriate.

‘Emergency Call – overnight services for adapted tenancies’

II.2.5) Award criteria

Quality criterion - Name: Implementation and Transition / Weighting: 15

Quality criterion - Name: Service Delivery / Weighting: 10

Quality criterion - Name: Service User Engagement and Feedback / Weighting: 10

Quality criterion - Name: Quality Assurance / Weighting: 10

Quality criterion - Name: Safeguarding / Weighting: 15

Quality criterion - Name: Outcomes / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 15

Quality criterion - Name: Community Benefits / Weighting: 5

Price - Weighting: 10

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

Start date

1 April 2024

End date

31 March 2029

This contract is subject to renewal

Yes

Description of renewals

The contract may be extended for a period up to a further 36 months

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

Price - In accordance with Section 67 (5) of the Public Contracts (Scotland) Regulations (5) i.e. the cost element may also take the form of a fixed price or cost on the basis of which economic operators will compete on quality criteria only, the award evaluation will be based on the Most Economically Advantageous Tender on the basis of a fixed price as stipulated in the Tender documents.

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

Service providers must have Registration with the Care Inspectorate - Level 3. Where providers have no previous registration history, they will be required to evidence of level 3 within the first 12 months of the contract commencement.

III.1.2) Economic and financial standing

List and brief description of selection criteria

Bidders will be expected to have the following Insurances in place at contract commencement :

Employers Liability GBP10m subject to legislative requirements (Min GBP5m).

Public liability GBP5m

Professional Indemnity GBP2m

Medical Malpractice GBP5m

West Lothian Council will use Dun and Bradstreet's DBAi financial reporting system to assess the financial stability of tenderers.

Tenderers with a Failure Score of 50 or above on the DBAi system will be deemed to have evidenced satisfactory financial stability. Please

note that below 50 will not be considered as having met this criteria. If a tenderer has a Failure Score of less than 50, the tenderer may be required to submit their last three years accounts.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Service providers will be required to perform services in accordance with the Service Specification and confirm that this can be achieved.

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

4 December 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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

4 December 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

All information supplied by the Authority must be treated in confidence and not disclosed to third parties except insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom

of Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities'

information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is

required to provide information to any person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to

the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in the

Supplement to the current World Trade Organisation or elsewhere in accordance with the requirements of UK government policy on the

disclosure of information relating to government contracts.

Procedures for Review - An economic operator that suffers, or is at risk of suffering, loss

or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session'

Re SPD question 4B.6 In relation to D&B checks

In the event that the tenderer is not required to publish accounts and therefore does not have a Dun & Bradstreet or equivalent

rating, tenderers should be able to provide financial accounts when requested. Please note that if you intend on attaching 2 years accounts, these must include financial data over a 3 year period.

The council will review any information which is comparable to a Dun & Bradstreet score of 50 from a recognised Agency to substantiate

the Tenderer's financial status.

In the event that a firm does not meet the financial criteria for consideration but has a parent company that does, the firm may still be eligible for consideration where their Tender Submission is supported by a Parent Company Guarantee.

Should after review of the financial evaluation the tenderer fail, then the tender submission may be rejected.

Police Scotland and D&B checks will be carried out.

Evaluated Community Benefits will be included within this tender.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25356. 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:

There is a requirement to recruit a person from West Lothian within the first year of the contract.

(SC Ref:748523)

VI.4) Procedures for review

VI.4.1) Review body

livingston sheriff court

West Lothian Civic Centre

Livingston

EH54 6FF

Country

United Kingdom