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Tender

# **Special Education Needs and Disabilities Information, Advice and Support Service (SENDIASS)**

Medway Council

F02: Contract notice

Notice identifier: 2023/S 000-032804

Procurement identifier (OCID): ocds-h6vhtk-041623

Published 6 November 2023, 3:11pm

# **Section I: Contracting authority**

## I.1) Name and addresses

Medway Council

Medway Council

Medway

ME4 4TR

#### Contact

**Dennise Longuet** 

#### **Email**

dennise.longuet@medway.gov.uk

#### **Telephone**

+44 2284

#### Country

**United Kingdom** 

## Region code

UKJ41 - Medway

#### Internet address(es)

Main address

http://www.medway.gov.uk/

Buyer's address

http://www.medway.gov.uk/

# I.3) Communication

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

https://procontract.due-north.com/Advert/Index?advertId=9d79b33b-b47c-ee11-8125-005056b64545

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://procontract.due-north.com/Advert/Index?advertId=9d79b33b-b47c-ee11-8125-005056b64545

## 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

Special Education Needs and Disabilities Information, Advice and Support Service (SENDIASS)

Reference number

DN697544

#### II.1.2) Main CPV code

• 80000000 - Education and training services

## II.1.3) Type of contract

Services

#### II.1.4) Short description

Medway Council's Education and SEND Division is looking to commission Medway's Special Educational Needs and Disabilities support, advice, and information service (SENDIASS) for children, young people, and their parents / carers.

The Local Authority invites applications from suitably qualified providers who can deliver:

- A high-quality service which improves our families understanding and enables them to make informed choices and participate in decisions.
- Legally based information, impartial advice and confidential support delivered primarily via website, social media, telephone, email, and face-to-face support from a trained Information Advice Support (IAS) practitioner on request.

Contract is anticipated to commence on Monday 1st April 2024.

The Contract will be for an initial period of 2 years with an option to extend for further 2 periods (24 months and 12 months). The maximum contract term will therefore be 5 years.

#### II.1.6) Information about lots

This contract is divided into lots: No.

## II.2) Description

#### II.2.3) Place of performance

**NUTS** codes

• UKJ41 - Medway

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

Medway Council's Education and SEND Division is looking to commission Medway's Special Educational Needs and Disabilities support, advice, and information service (SENDIASS) for children, young people, and their parents / carers.

The Local Authority invites applications from suitably qualified providers who can deliver:

- A high-quality service which improves our families understanding and enables them to make informed choices and participate in decisions.
- Legally based information, impartial advice and confidential support delivered primarily via website, social media, telephone, email, and face-to-face support from a trained Information Advice Support (IAS) practitioner on request.

Contract is anticipated to commence on Monday 1st April 2024.

The Contract will be for an initial period of 2 years with an option to extend for further 2 periods (24 months and 12 months). The maximum contract term will therefore be 5 years.

#### 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

Start date

1 April 2024

End date

31 March 2026

This contract is subject to renewal

Yes

Description of renewals

Contract is anticipated to commence on Monday 1st April 2024.

The Contract will be for an initial period of 2 years with an option to extend for further 2 periods (24 months and 12 months). The maximum contract term will therefore be 5 years.

#### 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 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: No

## IV.2) Administrative information

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

Date

5 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

5 December 2023

Local time

12:05pm

Place

Medway Council

# 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

Dennise Longuet

Chatham

Country

United Kingdom