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Tender

## **CC13104 - WLDAP - Recovery Service**

WEST LoTHIAN COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-032837

Procurement identifier (OCID): ocids-h6vhtk-041638

Published 6 November 2023, 4:26pm

### **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](mailto: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](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

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

CC13104 - WLDAP - Recovery Service

Reference number

CC13104

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

- 85000000 - Health and social work services

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

Services

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

A suitably qualified and experienced service provider is required to work closely with West Lothian Alcohol & Drug Partnership, and partner agencies. A model has been developed as part of a public social partnership model with four main elements to the service;

- a) Community hub and outreach activities.
- b) Recovery key workers (one to one support).
- c) Peer mentoring, paid employment for those with lived experience and volunteering.
- d) Structured community rehab.

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

Value excluding VAT: £1,186,824

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

This contract is divided into lots: No

### **II.2) Description**

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

- 85000000 - Health and social work services

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

NUTS codes

- UKM78 - West Lothian

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

The provider will be required to work with adults at risk should prevent acceleration of problematic

substance use and prevention of worsening of health, offending behaviour and other associated

difficulties.

Service provision is required to provide the support and interventions for adults who have problematic substance use aimed at promoting and sustaining recovery. These should include

substance use-based interventions targeted at those who are offending and those who are at risk

from re-offending, demonstrating a commitment from the Provider to improve community safety.

It is recognised that the delivery model will develop over the duration of the contract and the

process associated with working with the service user group will be refined over time. It is therefore

expected that the Provider will be flexible and adaptable in their approach and work collaboratively

to respond timely to changes in local need.

WLADP is currently reviewing local system needs and priorities and would expect the Provider to

contribute to any further review of the local system to ensure all partners adopt a flexible approach

to meet local needs and work with the partnership in relation to future strategic priorities.

The provider is expected to follow the requirements set out in the service specification and to

comply with all statutory requirements in the delivery of the service. The provider will also be

required to demonstrate the quality of the service provided and its compliance with the contract.

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

Quality criterion - Name: Service Delivery / Weighting: 16

Quality criterion - Name: Implementation / Weighting: 12

Quality criterion - Name: Costing and Resources / Weighting: 8

Quality criterion - Name: Quality Assurance / Weighting: 12

Quality criterion - Name: Safeguarding / Weighting: 8

Quality criterion - Name: Service User Engagement and Feedback / Weighting: 12

Quality criterion - Name: Fair Work First / Weighting: 12

Price - Weighting: 20

#### **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

The contract may be extended for a period up to a further 24 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**

n 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 the best quality per GBP whereby price is fixed.

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### **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

The Service to be provided is not a registered care service. Where the Provider presents as being a charity, there is a requirement that they will be able to evidence their charitable status and registration with the Charity Regulator. Staff must be registered with the appropriate regulatory body

##### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Service providers are required to have the following Insurance in place at contract

commencement.

Employers Liability GBP10M,

Public Liability GBP10M

Professional Indemnity GBP2M

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 must be able to demonstrate previous experience of delivering this or a similar service. This can include the private, public or third sector

Minimum level(s) of standards required:

Two previous examples within the last 3 years

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

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

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## **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

8 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: 4 (from the date stated for receipt of tender)

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

Date

8 December 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.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 Dun & Bradstreet checks will be carried out.

Whilst Community Benefits are not being evaluated, any Community Benefits offered will be incorporated as contract conditions.

Bidders will be required to score a minimum of 60% of the marks allocated to Quality.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 52259. For more information see:

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

(SC Ref:749291)

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

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

Livingston sheriff court

West Lothian Civic Centre

Livingston

EH54 6FF

Country

United Kingdom

