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Tender

CT1275 Self- Directed Support (SDS) Advice and Information Service

The City of Edinburgh Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2024/S 000-034233

Procurement identifier (OCID): ocids-h6vhtk-04b055

Published 23 October 2024, 8:40am

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

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Email

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Telephone

+44 1314693922

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

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

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

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

CT1275 Self- Directed Support (SDS) Advice and Information Service

Reference number

CT1275

II.1.2) Main CPV code

- 85300000 - Social work and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The service being commissioned is in line with The Social Care (Self-directed Support) (Scotland) Act 2013 to support Supported People to have control of their life. The Act came into force on 1 April 2014 and placed a duty on local authorities to offer people who are eligible for social care a range of 4 Self-Directed Support (SDS) options. This service supports people to understand of the four options available through SDS, offering advice on the options available and the service further offers option 1 supported people, the support to recruit and employ personal Assistants (PAs) where this option is later taken up.

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

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

This is an open procedure to find a suitably qualified organisation to provide SDS advice and support. Please refer to the specification for further information.

II.2.7) Duration of the contract or the framework agreement

Duration in months

96

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

All additional information is contained within the documents uploaded.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

4B.1 Tenderers are required to have a minimum general annual turnover of 200,724GBP for the last two financial years. 4B.4 Tenderers will be required provide the following information in response to 4B.4: Current ratio for Current Year:1.15 Prior Year:1.15 4B.5 the types and levels of insurance indicated below: Employers (Compulsory) Liability Insurance - GBP5m Public Liability Insurance - GBP10m. Question 4C.4 – Prompt Payment clause. Real Living Wage Payment. Question 4C.7 – Climate Change. Question 4D.1 - It is a mandatory requirement that Tendering Organisations with more than 5 employees have in place a Health & Safety Policy which is approved at a senior level within the Organisation and is reviewed regularly. Question 4D.1 (2) – Disclosure Staff who deliver services to Vulnerable Adults or Children must have PVG clearance.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Open procedure

IV.1.10) Identification of the national rules applicable to the procedure

Information about national procedures is available at:

<https://www.procurementjourney.scot/>

IV.1.11) Main features of the award procedure

30% cost 70% quality

IV.2) Administrative information

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

Date

25 November 2024

Local time

10:30am

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

English

Section VI. Complementary information

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

Tenderers are also asked to confirm that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage. Tenderers who do not pass these questions will not be subject to Commercial Analysis. As a result the tender will not be considered further. Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at
https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=781111.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at
https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:781111)

Download the ESPD document here:
https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=781111

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff Court House 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering loss or damage attributable to a breach of duty under Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the Find a Tender Service or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.