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Tender

Holiday Hub provision for children with a disability

The City of Edinburgh Council

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2022/S 000-034819

Procurement identifier (OCID): ocids-h6vhtk-037160

Published 8 December 2022, 3:04pm

The closing date and time has been changed to:

23 January 2023, 11:00am

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

John Youngs

Email

john.youngs@edinburgh.gov.uk

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

Access to the procurement documents is restricted. Further information can be obtained at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Holiday Hub provision for children with a disability

Reference number

CT2867

II.1.2) Main CPV code

- 85312000 - Social work services without accommodation

II.1.3) Type of contract

Services

II.1.4) Short description

The Council requires a school holiday play scheme for children and young people with a disability. This service offers disabled children and young people the opportunity to take part in a range of activities within a structured environment. This will be a targeted support service to meet the needs of children with additional support needs and their families and will be carried out in partnership with City of Edinburgh Council. This scheme should run during the February, Easter, Summer & October school holidays.

Full detail of the Lots and requirement can be found in the attached documentation (Specification)

II.1.5) Estimated total value

Value excluding VAT: £885,000

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 3 'High Support Needs'

Lot No

3

II.2.2) Additional CPV code(s)

- 85312120 - Daycare services for disabled children and young people

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

City of Edinburgh

II.2.4) Description of the procurement

The Provider will offer a holiday support scheme. This will be a targeted support service to meet the needs of children with additional support needs and their families and will be carried out in partnership with City of Edinburgh Council.

This scheme should run during the February, Easter, Summer & October school holidays. There is no requirement to operate during the Christmas holiday.

Lot 3 'High Support Needs' covers those service users with, for example: Complex Health Care needs, Life threatening syndromes or disorders (for example Angelman syndrome), DOORs Syndrome, fully adult dependent for care needs, wheelchair dependant, or those with behaviour which always requires adult supervision to reduce risk to themselves or others.

Each holiday week will run from Monday to Thursday unless there is a bank holiday which will mean a slight amendment to the week, for example Tuesday to Friday.

Each day will run 9am – 3pm.

Each week the providers will support between 5 and 60 children or young people with additional support needs. These numbers will depend on the support needs of the young people as agreed by the Council and the Providers.

II.2.6) Estimated value

Value excluding VAT: £2,310,000

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

Duration in months

72

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

For full information on the contract evaluation and award process, Specification and requirement, please see the attached documents 'Specification' and Invitation to Tender.

II.2) Description

II.2.1) Title

Lot 2 'Medium Support Needs'

Lot No

2

II.2.2) Additional CPV code(s)

- 85312120 - Daycare services for disabled children and young people

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

City of Edinburgh

II.2.4) Description of the procurement

The Provider will offer a holiday support scheme. This will be a targeted support service to

meet the needs of children with additional support needs and their families and will be carried out in partnership with City of Edinburgh Council.

This scheme should run during the February, Easter, Summer & October school holidays. There is no requirement to operate during the Christmas holiday.

Lot 2 'Medium Support Needs' supports those whose disability may include: Epilepsy, Nonverbal Autism, Complex Learning Disability, Cerebral palsy, Pica, Personal care, Escape risk, Down Syndrome.

Each holiday week will run from Monday to Thursday unless there is a bank holiday which will mean a slight amendment to the week, for example Tuesday to Friday.

Each day will run 9am – 3pm.

Each week the providers will support between 5 and 60 children or young people with additional support needs. These numbers will depend on the support needs of the young people as agreed by the Council and the Providers.

II.2.6) Estimated value

Value excluding VAT: £2,580,000

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

Duration in months

72

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

Full information on the number of contracts to be awarded under Lot 2, the Tender and Evaluation process and the specification requirement can be found in the attached documentation.

II.2) Description

II.2.1) Title

Lot 1: Low Support needs

Lot No

1

II.2.2) Additional CPV code(s)

- 85312120 - Daycare services for disabled children and young people

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

The City of Edinburgh

II.2.4) Description of the procurement

The Provider will offer a holiday support scheme. This will be a targeted support service to meet the needs of children with additional support needs and their families and will be carried out in partnership with City of Edinburgh Council. This scheme should run during the February, Easter, Summer & October school holidays.

Lot 1 'Low Support Needs' covers those whose disability may include: Hyperacusis, Epilepsy, Verbal, speech delay, ADHD, Learning disability and Autism.

Each holiday week will run from Monday to Thursday unless there is a bank holiday which will mean a slight amendment to the week, for example Tuesday to Friday.

Each day will run 9am – 3pm.

Each week the providers will support between 5 and 60 children or young people with additional support needs. These numbers will depend on the support needs of the young people as agreed by the Council and the Providers.

II.2.6) Estimated value

Value excluding VAT: £420,000

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

Duration in months

72

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

Full information on the award process, budget and specification for Lot 1 can be found in the attached documentation Specification and Invitation to Tender.

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

Selection Criteria & Exclusion grounds. Bidders are required to submit a Scottish Procurement Document (SPD).

Please see Appendix 2 of the Invitation to Tender document for further information, including all requirements, selection and exclusion grounds.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Contract will require reporting and open-book accounting.

Contract will contain requirements to deliver Community Benefits, as well as asking Tenderers to adopt the Scottish Government's policy Fair Work First to public contracts, more details on each of the criteria can be found in Appendix 3 of the Invitation to Tender, along with links to further information.

Section IV. Procedure

IV.1) Description

IV.1.1) Form of procedure

Procedure involving negotiation

IV.1.11) Main features of the award procedure

The Contract will be awarded on the basis of the Most Economically Advantageous Tender with 80% : 20% cost:quality ratio.

The Council will then take forward the top scoring suppliers from each lot, with the total number of contracts awarded being the best value responses, including consideration of how much the Council can afford based on costs of the submissions and the total number of children who can be accommodated.

Further information can be found within the Invitation to Tender document.

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-027323](#)

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

Originally published as:

Date

16 January 2023

Local time

11:00am

Changed to:

Date

23 January 2023

Local time

11:00am

See the [change notice](#).

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 invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Please see attached documentation for all information regarding this contract opportunity.

PLEASE READ ALL DOCUMENTS THOROUGHLY BEFORE RESPONDING.

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=715584.

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.

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:

Please see ITT and Specification for more details on the community benefits related to this contracting opportunity.

(SC Ref:715584)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=715584

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom