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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](mailto: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](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](http://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](http://www.publiccontractsscotland.gov.uk)

**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**

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.

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## **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.

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## **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

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## **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](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](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](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