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Tender

## **Voluntary and Community Sector Infrastructure Support Advice and Information Service**

Slough Borough Council,

F02: Contract notice

Notice identifier: 2022/S 000-034924

Procurement identifier (OCID): ocds-h6vhtk-038c3b

Published 9 December 2022, 12:42pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Slough Borough Council,

Observatory House, 25 Windsor Road

Slough

SL1 2EL

#### **Contact**

Archie Seth

#### **Email**

[archie.seth@slough.gov.uk](mailto:archie.seth@slough.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.slough.gov.uk](http://www.slough.gov.uk)

Buyer's address

<https://www.sesharedservices.org.uk/esourcing/opportunities>

**I.3) Communication**

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

<https://www.sesharedservices.org.uk/esourcing/opportunities>

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**

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Voluntary and Community Sector Infrastructure Support Advice and Information Service

Reference number

SBC - 035688

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

- 85000000 - Health and social work services

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

Services

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

The provision of preventative services supporting Slough's diverse population, through supporting community groups to respond to local needs, and supporting people to make informed choices about their wellbeing split into 2 Lots LOT 1. Voluntary and Community Sector Infrastructure Support. The service will facilitate the further development of local voluntary and community groups in Slough. The provider will work collaboratively with Slough's front line services, residents and community leaders to develop and promote a market of voluntary organisations and cohort of volunteers that will support the needs of the area. A three years contract (subject to performance and funding) with the option to increase for a further one plus one year so potentially five years in total. LOT 2. Advise and Information Service. The service will ensure the people of Slough have easy access to accurate advice in a range of settings, both online and in person, covering a range of issues

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

Value excluding VAT: £2,641,255

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

Maximum number of lots that may be awarded to one tenderer: 1

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The tender seeks to procure two separate contracts with 2 different providers for the 2 lots. The preference is for two separate providers to hold these contracts. Tenders may be submitted for both lots but the provider must state their lot preference. This will be applied should the provider submit winning tenders for both lots.

## **II.2) Description**

### **II.2.1) Title**

Lot No 2 Advice and Information service

Lot No

2

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

- 85000000 - Health and social work services
- 85312300 - Guidance and counselling services
- 85312320 - Counselling services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

For more information on how to apply for this contract please visit [`https://www.sesharedservices.org.uk/esourcing`](https://www.sesharedservices.org.uk/esourcing) and search for `SBC - 035688` in the opportunities section Or • Voluntary and Commun•

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

Lot 2 Advice and Information service  
The provisional scope includes:• Income maximisation and benefit information• Cost of living • Housing advice• Adult Social Care• Signposting to the VCS and/or other support agencies

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

Quality criterion - Name: Schedule 3 (Lot 2) / Weighting: 80%

Cost criterion - Name: Schedule 4 (Lot 2) / Weighting: 20

### **II.2.6) Estimated value**

Value excluding VAT: £600,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

A 3 year contract with annual options to extend for a further 2 years (3+1+1 ) so 5 Years in total for Both Lots

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The Council's full requirements and details of how to tender for this opportunity are available by clicking the Express Interest button. The deadline for tender submission is (12 noon ) on Wednesday 11th January 2023. How to obtain the Tender Documents Interested parties should register their interest in the project via the In-Tend website <https://in-tendhost.co.uk/sesharedservices/asp/Tenders/Current>. The Tender documents can be accessed when logged into In-Tend by selecting 'View Details' on the relevant tender advert and clicking the 'Express Interest' tab. Once in the tender there are five tabs, namely 'Tender', 'ITT – documents', 'Correspondence', 'Clarifications' and 'History'. Select the 2nd tab (ITT - documents) where you will find useful information under 'Tender Details'. Continue to scroll down to the heading 'Tender Documents

Received' where you will be able to view / download the documents. Please download all the documents and read very carefully. Opting In and Opting Out Please note you are required to 'Opt In' before you can access the 'My tender Return' to start populating your response. The 'Opt Out' functionality will also be available throughout the duration of the tender process. Opting out will give you the option of declaring you no longer want to receive any further communication in relation to this tender along with the opportunity of providing comments and feedback for this decision. You can choose to 'Opt In' at any time during the tender process if you initially decided to 'Opt Out'. Further Guidance In addition, guidance on how to participate in a tender, download and upload documents / returns and if required, register your company (free of charge) can be found on the In-tend site under the 'Help' or 'Information for Suppliers' buttons. Receiving Notification Emails To ensure you receive email alerts and notifications from our system, please add the email domain `[@in-tendorganiser.co.uk](mailto:@in-tendorganiser.co.uk)` to your Safe Senders list.

### **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) Description**

### **II.2.1) Title**

Lot 1 Voluntary and Community Sector Infrastructure support service

Lot No

1

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

- 85000000 - Health and social work services
- 85312300 - Guidance and counselling services
- 85312320 - Counselling services

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

NUTS codes

- UK - United Kingdom

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

The provisional scope includes:• The development of a universally accessible Directory of

Services• The development of an up-to-date and well -promoted volunteer matching service• Oversight and administration of the Slough Community fund• Co-location of staff within statutory services to prevent people entering services unnecessarily

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

Quality criterion - Name: Schedule 1 (Lot 1 ) / Weighting: 80%

Cost criterion - Name: Schedule 2 (Lot 1) / Weighting: 20%

### **II.2.6) Estimated value**

Value excluding VAT: £2,041,255

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

A 3 year contract with 2 options to extend for a further 1 year ( 3+1+1) 5 Years in total

### **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

11 January 2023

Local time

12:00pm

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

Spanish

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

Date

11 January 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**

This Procurement is about the provision of preventative services supporting Slough's diverse population, through supporting community groups to respond to local needs, and supporting people to make informed choices about their wellbeing.

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

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

High Court of England

London

Country

United Kingdom