

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/035156-2023>

Tender

INDEPENDENT ADULT AND DISCRETIONARY ADVOCACY SERVICES

The Royal Borough of Windsor and Maidenhead Council

F02: Contract notice

Notice identifier: 2023/S 000-035156

Procurement identifier (OCID): ocds-h6vhtk-041d8c

Published 29 November 2023, 10:43am

Section I: Contracting authority

I.1) Name and addresses

The Royal Borough of Windsor and Maidenhead Council

Town Hall, St Ives Road

MAIDENHEAD

SL61RF

Contact

RBWM Procurement

Email

procurement@rbwm.gov.uk

Telephone

+44 1628796285

Country

United Kingdom

Region code

UKJ11 - Berkshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

I.3) Communication

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

<https://public.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://public.bravosolution.co.uk/web/login.html>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

INDEPENDENT ADULT AND DISCRETIONARY ADVOCACY SERVICES

Reference number

Project - 864 _ITT 1935

II.1.2) Main CPV code

- 85320000 - Social services

II.1.3) Type of contract

Services

II.1.4) Short description

The Royal Borough of Windsor and Maidenhead (RBWM) is seeking to appoint a single provider to deliver the INDEPENDENT ADULT AND DISCRETIONARY ADVOCACY SERVICES accessible to residents of the borough. The details of the services required are included in ITT Specification (Annex A).

The Independent Adult and Discretionary Advocacy Service will comprise:

Service Element 1: statutory service

- Independent Care Act Advocacy (ICAA)
- Independent Health Complaints Advocacy (IHCA)
- Independent Mental Capacity Advocacy (IMCA) support, including:
 - o Deprivation of Liberty Safeguards (DoLS)
 - o Liberty Protection Safeguards (LPS) from 16 years old upwards (once implemented)
 - o Relevant Person's Representative (RPR)

- o Rule 1.2 Representative

- o Litigation Friend

- Independent Mental Health Advocacy (IMHA)

Service Element 2: non-statutory service

- Discretionary advocacy:

- o Self-advocacy for people with learning disabilities, including facilitation of the Learning Disability Partnership Board (LDPB), LDPB sub-groups and self-advocacy groups

- o Carer advocacy support

- o Non-statutory advocacy projects

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ - South East (England)

Main site or place of performance

Area under RBWM

II.2.4) Description of the procurement

The Royal Borough of Windsor and Maidenhead (RBWM) is seeking to appoint a single provider to deliver the INDEPENDENT ADULT AND DISCRETIONARY ADVOCACY SERVICES accessible to residents of the borough. The details of the services required are included in ITT Specification (Annex A).

The Independent Adult and Discretionary Advocacy Service will comprise:

Service Element 1: statutory service

- Independent Care Act Advocacy (ICAA)
- Independent Health Complaints Advocacy (IHCA)
- Independent Mental Capacity Advocacy (IMCA) support, including:
 - o Deprivation of Liberty Safeguards (DoLS)
 - o Liberty Protection Safeguards (LPS) from 16 years old upwards (once implemented)
 - o Relevant Person's Representative (RPR)
 - o Rule 1.2 Representative
 - o Litigation Friend
- Independent Mental Health Advocacy (IMHA)

Service Element 2: non-statutory service

- Discretionary advocacy:
 - o Self-advocacy for people with learning disabilities, including facilitation of the Learning Disability Partnership Board (LDPB), LDPB sub-groups and self-advocacy groups
 - o Carer advocacy support
 - o Non-statutory advocacy projects

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

3 years + option to extend for further 2 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

How to Express an Interest in This Tender

Register your company on the eSourcing portal (this is only required once) - Browse to the eSourcing Portal <https://public.bravosolution.co.uk/web/login.html> and click the link to register - Accept the terms and conditions and click 'continue' - Enter your correct business and user details - Note the username you chose and click 'Save' when complete - You will shortly receive an email with your unique password (please keep this secure).

For further guidance on how to register on The Public Sector Procurement Portal hosted by Bravo Solution you can watch the video available via the following link - <http://www.screencast.com/t/o6NHgMNjnf?ncp=1502113290076.897-1> Please note that despite the Bravo Advantage 16 branding the instructions and guidance in the video are correct and apply to the Public Sector Procurement Portal.

Express an Interest in the tender - Login to the portal with the username/password - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant PQQ/ ITT to access the content. - Click the 'Express Interest' button at the top of the page. - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box.

Responding to the tender - Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT - There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or

contact the eTendering help desk on 0800 069 8630 or email help@bravosolution.co.uk

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

As stated in the ITT documents

III.1.2) Economic and financial standing

List and brief description of selection criteria

As stated in the ITT documents

III.1.3) Technical and professional ability

List and brief description of selection criteria

As stated in the ITT documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the ITT documents

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

9 January 2024

Local time

1:00pm

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: 60 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

9 January 2024

Local time

3:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.3) Additional information

3.1 Process

This procurement is being run using a procedure similar to the Open Procedure described in Regulation 27 of the Public Contracts Regulations 2015 (as amended). However, the Authority reserves the right to deviate from the formalities of the Open Procedure given the flexibilities permitted by Regulation 76 of the Public Contracts Regulations 2015 (as amended) in the conduct of procurements for 'Social and Other Specific Services', otherwise referred to as 'Light Touch Regime' procurement.

VI.4) Procedures for review

VI.4.1) Review body

RBWM

Maidenhead

Country

United Kingdom