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Tender

## **Provision of Family Group Decision Making and Associated Support Services to Families, Children and Young People**

West Lothian Council

F02: Contract notice

Notice identifier: 2022/S 000-035262

Procurement identifier (OCID): ocds-h6vhtk-038d19

Published 13 December 2022, 3:54pm

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

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

West Lothian Council

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

#### **Contact**

Lisa Mallaghan

#### **Email**

[Lisa.Mallaghan@westlothian.gov.uk](mailto:Lisa.Mallaghan@westlothian.gov.uk)

#### **Fax**

+44 1506281325

**Country**

United Kingdom

**NUTS code**

UKM78 - West Lothian

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00140](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00140)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.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.publictendersscotland.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**

Provision of Family Group Decision Making and Associated Support Services to Families, Children and Young People

Reference number

CC12448

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

- 85000000 - Health and social work services

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

Services

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

Children and Young People are one of the most vulnerable groups in our society and the council has a responsibility, in conjunction with partners to act in the best interests of the Child or Young Person to ensure their wellbeing.

The Children and Young People Scotland act 2014 sets out that relevant services in relation to Children at risk of becoming looked after be made available. Family Group Decision Making (FGDM) services are specifically cited as a relevant service under the 2014 Act (Relevant Services in relation to Children at Risk of Becoming Looked After etc.) Order 2016.

FGDM is a strength based, solution-focused model (rather than a deficit-based problem-focused one). It is recognised that families have the ability to identify their own solutions to the challenges they face. Recognising and developing supportive relationships within families to meet the needs of the child are fundamental to family decision making services. Family Group Conference (FGC) is one of the main practices within FGDM.

The service will be provided on a referral basis for the provision of

Family Group Decision Making including pre and post Family Group Conferencing and support.

It is expected that the service will support approximately 70 families per year.

It has been recognized that this service will be required to be procured on a long-term basis as a specific requirement is that the FGC coordinator is independent. It is therefore considered that a contract of 4 years plus up to 48 months extension is considered.

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

Value excluding VAT: £1,600,000

#### **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
- 85300000 - Social work and related services

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

NUTS codes

- UKM78 - West Lothian

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

The service will be provided on a referral basis for the provision of Family Group Decision Making including pre and post Family Group Conferencing and support.

It is expected that the service will support approximately 70 families per year.

It has been recognized that this service will be required to be procured on a long-term basis as a specific requirement is that the FGC coordinator is independent. It is therefore considered that a contract of 4 years plus up to 48 months extension is considered.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Value excluding VAT: £1,600,000

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

Start date

1 April 2023

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

The contract will operate for 48 months with a possible 48 month extension.

**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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

In accordance with Section 67 (5) of the Public Contracts (Scotland) Regulations (5) i.e. the cost element may also take the form of a fixed price or cost on the basis of which economic operators will compete on quality criteria only whereby price is fixed. Utilising the flexibility of the Light Touch Regime with regard to the award criteria, those providers who are prepared to accept the Council's fixed budget will score 30% Those providers who are not prepared to accept the Council's fixed budget will score 0% The Quality weighting will be 70%

Minimum level(s) of standards possibly required

Requirement to evidence current or previous delivery of Family group decision making and family group conferencing services for children families and young people.

Organisations must have competent and up to date Adult and child protection policies which must be submitted. This is a mandatory requirement and failure to provide may result in tender being rejected.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The provider must follow the requirements set out in the service specification and comply with all statutory requirements in the delivery of the service. This is regarded as a mandatory requirement. Notwithstanding any conditions agreed in the service specification, all terms and conditions set out in the main full contract will apply.

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## **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: Yes

### **IV.2) Administrative information**

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

Date

24 January 2023

Local time

12:00pm

#### **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: 4 (from the date stated for receipt of tender)

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

Date

24 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**

CONFIDENTIALITY - All information supplied by the Authority must be treated in confidence and not disclosed to third parties except

insofar as this is necessary to obtain sureties or quotations for the purpose of submitting the tender. All information supplied by you to the

Authority will similarly be treated in confidence except:

(i) for any information required to be disclosed or otherwise provided by the Authority to any person in order to comply with the Freedom

of Information (Scotland) Act 2002 and any codes of practice applicable from time to time relating to access to public authorities'

information.

The Tenderer shall co-operate, facilitate, support and assist the Authority in the provision of this information. In the event the Authority is required to provide information to any person as a result of a request made to it under such Act and/or codes, the Authority shall adhere to the requirements of such Act and/or codes in disclosing information relating to this Agreement, the Project documents and the Contractor.

(ii) that references may be sought from banks, existing or past clients, or other referees submitted by the tenderers;

(iii) for the disclosure of such information with regard to the outcome of the procurement process as may be required to be published in accordance with the requirements of UK government policy on the disclosure of information relating to government contracts.

Additional Information within the ITT for Quality Management and Health and Safety requirements can be found at the following link :

<https://www.westlothian.gov.uk/article/11428/Changes-to-Public-Procurement-Rules>

The HSE website will be checked for breaches. Should West Lothian Council's Health and



Safety team not be satisfied with the outcome

your tender will be rejected.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public

Contracts (Scotland) Regulations 2015.

For further information regarding regulated procurements please refer to Regulations 58 and 59 of The Public Contracts (Scotland)

Regulations 2015.

Police Scotland will be consulted with regards to Serious and Organised Crime checks. Any links to this type of activity may cause your tender to be rejected.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is . For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the

Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

The Contracting Authority does not intend to include any community benefit requirements in this contract for the following reason:

The value for this contract is below 4m GBP.

Whilst a Community Benefits Clause is not incorporated, where bidders include any Community Benefits within their submission, these

will be accepted by the council via the contract variation process and the service provider will be expected to deliver as part of the contract.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 37790. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:713773)

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

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

Livingston Sherriff Court

West Lothian Civic Centre, Howden South Road

Livingston

EH54 6FF

Country

United Kingdom