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Tender

18/0960 Counselling in Schools

Moray Council

F02: Contract notice

Notice identifier: 2023/S 000-035378

Procurement identifier (OCID): ocids-h6vhtk-041e12

Published 30 November 2023, 3:21pm

The closing date and time has been changed to:

19 January 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Moray Council

High Street

Elgin

IV30 1BX

Email

procurement@moray.gov.uk

Telephone

+44 1343563137

Country

United Kingdom

NUTS code

UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00160

I.3) Communication

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

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

www.publictendersscotland.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

18/0960 Counselling in Schools

Reference number

18/0960

II.1.2) Main CPV code

- 85312320 - Counselling services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council is seeking to appoint an external Service Provider that is experienced and appropriately qualified to implement and deliver a counselling service for children and young people aged 10 years and over (up to and including young people aged 18 years) that is embedded within a whole system approach to supporting mental health and wellbeing, including whole school and early intervention approaches.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85311300 - Welfare services for children and young people
- 85312300 - Guidance and counselling services
- 85312320 - Counselling services

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey

II.2.4) Description of the procurement

The Council is seeking to appoint an external Service Provider that is experienced and appropriately qualified to implement and deliver a counselling service for children and young people aged 10 years and over (up to and including young people aged 18 years) that is embedded within a whole system approach to supporting mental health and wellbeing, including whole school and early intervention approaches.

The counselling service will be a universally accessible service and should be available to secondary school pupils (primarily), and pupils aged 10 and over in our primary schools. The service should complement the range of whole-school and targeted approaches already available in schools to help support the mental, emotional, social and physical wellbeing of children and young people.

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

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

2x 12 month extensions.

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 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

Where it is required within a bidder's country of establishment they must confirm which authorisation or memberships of the relevant organisation(s) are required in order to perform this service.

Bidders are required to demonstrate they have suitably qualified staff who are members of the British Association for Counselling & Psychotherapy (BACP), Counselling and Psychotherapy in Scotland (COSCA) or equivalent

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.1.1 The Bidder should provide its ("general") yearly turnover (minimum required 1,620,000 GBP) for 3 financial years.

Minimum level(s) of standards possibly required

4B.5.1 - Employer's (Compulsory) Liability: = 5 Million GBP

Public Liability: = 5 Million GBP

Product Liability: = 5 Million GBP

4B.6 - The bidder is required to confirm that (to the best of their knowledge) there are no material post balance sheet events or other business issues arising since the date of the last audited financial statements that materially impact the economic and financial standing of the economic operator.

Where the operator is not able to make such a conformation, full details of the relevant events shall be provided along with an explanation of the expected impact on the bidders economic and financial standing.

The bidder is required to provide a copy of the last 2 audited financial statements as evidence of their compliance to meet their statutory obligations.

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1 - Please provide relevant examples of works carried out in the past 3 years

Minimum level(s) of standards possibly required

4C.1 - Bidders will be required to provide 3 examples that demonstrate that they have the relevant experience of a similar service model carried out in the past three years.

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

Originally published as:

Date

12 January 2024

Local time

12:00pm

Changed to:

Date

19 January 2024

Local time

12:00pm

See the [change notice](#).

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

IV.2.7) Conditions for opening of tenders

Date

19 January 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

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.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25694 . For more information see:

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

(SC Ref:751810)

VI.4) Procedures for review

VI.4.1) Review body

Elgin Sheriff Court

Sheriff Courthouse, High Street

Elgin

IV30 1BU

Email

elgin@scotcourts.gov.uk

Telephone

+44 343542505

Country

United Kingdom

Internet address

<https://scotcourts.gov.uk/>