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Tender

## **18/0960 Counselling in Schools**

Moray Council

F02: Contract notice

Notice identifier: 2023/S 000-035378

Procurement identifier (OCID): ocds-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](mailto: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](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](http://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](http://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**

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

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## **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.

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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**

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

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**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](mailto:elgin@scotcourts.gov.uk)

Telephone

+44 343542505

Country

United Kingdom

Internet address

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