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Tender

## **Children's Services - Seeking Children's Views**

Scottish Government

F02: Contract notice

Notice identifier: 2022/S 000-035650

Procurement identifier (OCID): ocds-h6vhtk-0391e1

Published 16 December 2022, 11:52am

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

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Email**

[Geri.Bradley@gov.scot](mailto:Geri.Bradley@gov.scot)

#### **Telephone**

+44 7917497741

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**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/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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**I.4) Type of the contracting authority**

Ministry or any other national or federal 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**

Children's Services - Seeking Children's Views

Reference number

Case 608051

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

- 85311300 - Welfare services for children and young people

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

Services

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

The Scottish Government is seeking a service provider to provide a demand led service to engage with children (aged 12-15) to seek their views to support them to exercise their rights under the Education (Additional Support for Learning Act) 2004 (as amended) (the 2004 Act).

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

Value excluding VAT: £290,000

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

This contract is divided into lots: No

### **II.2) Description**

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Scotland

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

The Scottish Government is seeking a service provider to provide a demand led service to engage with children (aged 12-15) to seek their views to support them to exercise their rights under the Education (Additional Support for Learning Act) 2004 (as amended) (the 2004 Act).

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

Quality criterion - Name: Understanding the Requirement / Weighting: 30

Quality criterion - Name: Service Management, Ordering and Contract Management / Weighting: 15

Quality criterion - Name: Staff and Service/Contract Quality Management / Weighting: 20

Quality criterion - Name: Cyber and Information Management / Weighting: 15

Quality criterion - Name: Climate Change / Weighting: 5

Quality criterion - Name: Community Benefits / Weighting: 5

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Business Continuity and Disaster Recovery (BCDR) / Weighting: 5

Price - Weighting: 30

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

Value excluding VAT: £290,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Following the end of the initial 36 months period the contract maybe extended by 12 months

#### **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

Tenderers must be a member of Scottish Independent Advocacy Alliance

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

List and brief description of selection criteria

Bidders must demonstrate a Current Ratio of no less than 1.0.

Current Ratio will be calculated as follows:

net current assets divided by net current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

Minimum level(s) of standards possibly required

Tenderers must have in place the minimum insurance level:

Employers Liability Insurance in accordance with any legal obligation at the time being in force

Professional Indemnity Insurance 1,000,000 GBP

Public Liability Insurance Liability Insurance 1,000,000 GBP

Such insurances must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of

the Contract as appropriate

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

List and brief description of selection criteria

Tenderers must be a member of the Scottish Independent Advocacy Alliance

Tenderers must have experience of working with children and young people.

must have PVG

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

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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

25 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: 6 (from the date stated for receipt of tender)

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

Date

25 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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Full details of Technical criteria are detailed within the Invitation To Tender.

Please note there are minimum requirements concerning Cyber Security for this contract.

Tenderers are also asked to confirm that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage.

Tenderers who do not pass these questions will not be subject to Commercial Analysis. As a result the tender will not be considered further.

Question Scoring Methodology for Award Criteria outlined in invitation to tender

0 Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 Poor. Response is partially relevant but generally poor. The response addresses some elements of the

requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be

fulfilled.

2 Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the

requirement but may lack details on how the requirement will be fulfilled in certain areas.



3 Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good

understanding and provides details on how the requirements will be fulfilled.

4 Excellent. Response is completely relevant and excellent overall.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must

complete and reattach the SPD Supplier Response Form attached to SPD

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 23096. For more information see:

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

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Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Graduate, Apprenticeships work placements and/or Trainee placements

Supplier engagement with schools, colleges and/or universities

Targeted employment support, recruitment and work-related training for priority groups within the community (for example long-term

unemployed and young people) as part of your proposed workforce.

Support for existing Charity and Third Sector Organisations that deliver benefits to the communities

Use of SMEs or supported businesses as part of your supply chain

Up-skilling the existing workforce;

Equality and diversity initiatives;

Educational support initiatives.

(SC Ref:717030)

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

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

Edinburgh Sheriff Court, Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom