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Tender

Provision of Children and Families Disability Support Service

Torfaen County Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-035666

Procurement identifier (OCID): ocds-h6vhtk-042179

Published 4 December 2023, 2:44pm

Section I: Contracting authority

I.1) Name and addresses

Torfaen County Borough Council

Civic Centre

Pontypool

NP4 6YB

Contact

Simon Rushton

Email

simon.rushton@torfaen.gov.uk

Telephone

+44 1495766376

Country

United Kingdom

NUTS code

UKL16 - Gwent Valleys

Internet address(es)

Main address

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

Buyer's address

http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0498

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://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

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

Provision of Children and Families Disability Support Service

Reference number

T.4541

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Torfaen County Borough Council are inviting tenders for the provision of a Children and Families Support Service in accordance with the tender documents enclosed.

The funding available for this service will be GBP195,000 per annum. There will be opportunities for spot purchase arrangements over the course of the contract.

The length of contract will be 3 years with an option to extend to a further period of 24 months.

II.1.5) Estimated total value

Value excluding VAT: £975,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85312120 - Daycare services for disabled children and young people
- 85310000 - Social work services

II.2.3) Place of performance

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Torfaen

II.2.4) Description of the procurement

The service specification has two clear themes as below. All elements of the provision must be registered with CSIW.

1. Early years provision:

Providing two, two-hour sessions per day for at least 4 days per week. Each session is for 6 children and must meet the needs identified in their individual plan.

2. Out of school activity provision as follows:

Weekly Saturday Short break provision from 9am – 4pm for 8 children per session on a rota basis.

Monthly Sunday Early Intervention service from 9.30am – 3.30pm for 8 children. This is on a rota basis dependent on need.

Some children staying from 4 to 8 years old; others stay until outcomes fulfilled.

A spot purchase arrangement for a weekday after school service. Provision twice a week for 2 hours per session for up to 5 children per session on a rota basis and dependant on need.

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

There is an option to extend the contract for a further period of up to 24 months in total.

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.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the procurement 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: Yes

IV.2) Administrative information

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

Date

22 January 2024

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English, Welsh

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

22 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

The tender and all supporting documentation are only available from the Proactis Supplier Portal, which can be directly accessed following registration.

NB: Tender information and any questions and answers relating to the tender will only be available directly from the portal and will not be communicated by any other means.

Tender submissions will only be accepted via the portal and not by any other means unless otherwise agreed in writing by the Council.

E-Tender access information:

— Go to <https://supplierlive.proactisp2p.com/Account/Login>

You can access the opportunity by completing the following steps:

If you have not already signed-up to the Proactis Supplier Portal, click "Signup", complete the required information and then click "Register".

— Registration should only be performed once for each Organisation.

— If you think that someone in your Organisation may have already registered on this Portal then you must not register again.

— Please contact the Primary Contact in order to arrange access to the Portal.

An activation email will be sent to the email address of your primary contact.

Click on the link contained within the email to activate your account.

Sign into the Proactis Supplier Portal by entering your Login Name that you previously provided. Enter the temporary password that was provided in the activation e-mail.

Complete the Self Registration/Organisation Details. Click the arrows to move from page to page; on page 8, create a new password.

Click "Complete Registration"

Click on the Red Box marked "Opportunities", type Torfaen in the box at the top of the page called "Search by customer reference, title or customer name..." and click "Search"

Identify the Opportunity with the title of "T.4541- Provision of Children and Families Disability Support Service" and click the White Arrow in a Blue Circle on the right-hand side of the line.

Click "Register Interest" Then click the Telescope button on the left-hand side of the page, then enter "Torfaen" in the box at the top of the page called "Search by customer reference, title or customer name..." and click "Search".

You will now see that the "T.4541- Provision of Children and Families Disability Support Service" Opportunity has now changed to Private. Click the White Arrow in a Blue Circle.

It is recommended that you read the information provided in the documents that can be found if you click the line marked "Request Documents" before attempting to answer any of

the questions.

(WA Ref:136979)

VI.4) Procedures for review

VI.4.1) Review body

The High Court

Royal Courts Of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom