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Planning

## **Contract for the Provision of Agency Social Worker staff**

City & County of Swansea

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-036188

Procurement identifier (OCID): ocds-h6vhtk-04b4e6

Published 8 November 2024, 8:47am

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

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

City & County of Swansea

Civic Centre

Swansea

SA1 3SN

#### **Email**

[procurement@swansea.gov.uk](mailto:procurement@swansea.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKL18 - Swansea

#### **Internet address(es)**

Main address

<http://www.swansea.gov.uk/dobusiness>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0254](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0254)

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

The contract is awarded by a central purchasing body

## **I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

<https://etenderwales.bravosolution.co.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**

Contract for the Provision of Agency Social Worker staff

Reference number

CCS/24/236

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

- 79600000 - Recruitment services

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

Services

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

Swansea Council intends on establishing a framework agreement to fulfil Social Worker requirements and to fill vacancies that arise within various teams across its Child & Family Services and Adult Services teams. It is often necessary to temp fill vacancies in teams, and also to cover short/long-term staff sickness, or any other reason for varying lengths of times, typically 3 to 6 months.

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

Value excluding VAT: £3,000,000

#### **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
- 85310000 - Social work services

- 85311000 - Social work services with accommodation
- 79600000 - Recruitment services

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

NUTS codes

- UKL18 - Swansea

Main site or place of performance

Locations will vary depending on the needs of the service, this will generally be within the boundaries of Swansea Council but there may be occasions when support is required out of the county.

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

The Council has a need to recruit ad-hoc agency social worker staff to fill vacancies that arise within various teams across Child and Family Services and Adult Services within Swansea Council. This could be due to a vacancy in the team, short- or long-term staff sickness or any other reason for varying lengths of times, typically 3 to 6 months but will vary, and can be extended.

It is the intention of the Council that the agency provider will be given adequate time to source suitable CVs from potential candidates for the vacancy and to forward onto the councils various hiring managers for consideration.

### **II.2.14) Additional information**

The Specification and Tender Documents are currently in development. As a provider, if you have any pertinent input or views on how you would like the framework to be structured or if there is any other important information you think we should know prior to publishing the final contract notice then please contact [procurement@swansea.gov.uk](mailto:procurement@swansea.gov.uk) quoting Reference: CCS/24/236

### **II.3) Estimated date of publication of contract notice**

6 December 2024

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

Register your company on the eTenderWales portal (this is only required once):

- Navigate to the portal: <http://etenderwales.bravosolution.co.uk>
- Click the “Suppliers register here” link.
- Enter your correct business and user details.
- Note the username you chose and click “Save” when complete.
- You will shortly receive an e-mail with your unique password (please keep this secure).
- Agree to the terms and conditions and click “continue”.

2. Express an interest in the project:

- Login to the portal with your username/password.
- Click the “ITTs Open to All Suppliers” link (these are the ITTs open to any registered supplier).
- Click on the relevant ITT to access the content.
- Click the “Express Interest” button in the “Actions” box on the left-hand side of the page.
- This will move the ITT into your “My ITTs” page (this is a secure area reserved for your projects only).
- Click on the ITT code. You can now access any attachments by clicking the “Settings and Buyer Attachments” in the “Actions” box.

### 3. Responding to the invitation to tender:

- You can now choose to “Reply” or “Reject” (please give a reason if rejecting).
- You can now use the “Messages” function to communicate with the buyer and seek any clarification.
- Note the deadline for completion, then follow the onscreen instructions to complete the ITT.
- There may be a mixture of online and offline actions for you to perform (there is detailed online help available).

If you require any further assistance use the online help. Alternatively, the BravoSolution helpdesk can be contacted (Monday to Friday, 8:00 to 18:00) on:

— E-mail: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)

— Phone: +44 8003684850

(WA Ref:145895)