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Tender

Flintshire Dementia Community Engagement Service / Gwasanaeth Ymgysylltu Cymunedol Dementia Sir y Fflint

Flintshire County Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-036796

Procurement identifier (OCID): ocds-h6vhtk-055791

Published 2 July 2025, 1:29pm

Scope

Description

Flintshire County Council would like to appoint a trusted service provider to deliver a Dementia Community Engagement Service. The commissioned service will implement a dedicated post or small team to engage with the community of Flintshire, providing information and support relating to dementia. This service will lead the development of dementia friendly communities and information sharing networks to increase community participation and public awareness. This engagement service will complement statutory health and social care services, and commissioned services including the memory support pathway, and dementia unpaid carers support service.

This service will be funded by Welsh Government Regional Integration Funding (RIF) and will replace an existing grant funded project that delivers similar service outcomes. There will be a requirement for Transfer of Undertakings Protection of Employment (TUPE) impact to be managed between the existing and commissioned providers. The initial contract will be for eighteen months with an option to extend for an additional two years subject to the continuation of Welsh Government funding.

Fe hoffai Cyngor Sir y Fflint benodi darparwr gwasanaeth dibynadwy i ddarparu Gwasanaeth Ymgysylltu Cymunedol Dementia. Bydd y gwasanaeth a gomisiynir yn sefydlu swydd neu dîm bychan penodol i ymgysylltu â'r gymuned yn Sir y Fflint gan roi gwybodaeth a chefnogaeth sy'n ymwneud â dementia iddynt. Bydd y gwasanaeth yn arwain y gwaith o ddatblygu cymunedau sy'n deall dementia a rhwydweithiau rhannu gwybodaeth i gynyddu cyfranogiad cymunedol ac ymwybyddiaeth y cyhoedd. Bydd y gwasanaeth ymgysylltu yma yn cyd-fynd â gwasanaethau iechyd a gofal cymdeithasol statudol, a gwasanaethau a gomisiynwyd yn cynnwys y llwybr cymorth cof, a gwasanaeth cefnogi gofalwyr dementia di-dâl.

Bydd y gwasanaeth yn cael ei ariannu gan Gyllid Integreiddio Rhanbarthol a bydd yn disodli prosiect sy'n cael ei ariannu drwy grant ar hyn o bryd sy'n darparu canlyniadau gwasanaeth tebyg. Fe fydd yna ofyniad am effaith Trosglwyddo Ymgymeriadau Diogelu Cyflogaeth i gael ei reoli rhwng darparwyr presennol a darparwyr a gomisiynir. Bydd y contract cychwynnol am ddeunaw mis gyda'r dewis o'i ymestyn am ddwy flynedd ychwanegol yn amodol ar barhad cyllid Llywodraeth Cymru.

Total value (estimated)

- £96,047 excluding VAT
- £115,256 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 October 2025 to 31 March 2027
- Possible extension to 31 March 2029
- 3 years, 6 months

Description of possible extension:

The contract will be extended by 2 years subject to a replacement funding programme and service outcomes being achieved

Main procurement category

Services

CPV classifications

- 85321000 - Administrative social services
- 98000000 - Other community, social and personal services
- 85312310 - Guidance services

Contract locations

- UKL23 - Flintshire and Wrexham

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
 - Voluntary, community and social enterprises (VCSE)
-

Submission

Enquiry deadline

28 July 2025, 12:00pm

Tender submission deadline

4 August 2025, 12:00pm

Submission address and any special instructions

Instructions

1. Log in to PROACTIS at <https://supplierlive.proactisp2p.com>
2. If you are already registered on the Proactis portal please Login and start at Step 14 of these instructions if not go to STEP 3
3. Click the "Sign Up" button at the bottom of the window
4. Enter your correct Organisation Name, address and Primary Contact Details. You will need to create the Organisation ID and User Name. If you have a generic email address for your organisation e.g. tenders@xxx.co.uk then please use this as the primary contact email address.
5. Please make a note of the Organisation ID and User Name, then click "Register"
6. You will receive an email asking you to "Click here to activate your account". This takes you to Enter Organisation Details.
7. Please enter the information requested, click the " " on the screen and follow the instructions
ensuring that you enter all applicable details.
8. In the Classification screen please ensure that you select the Product Classification Codes

(CPV Codes) that appear in the tender notice. Please ensure that the selected codes are relevant to your

business to ensure that you get notification of opportunities that are of interest.

9. In the Buyers screen please select Denbighshire County Council (you may register with other organisations if you wish)

10. In the Primary Contact Details screen please ensure that all information is complete. (Please see note 4 above)

11. Accept the Terms and Conditions and then click " ". This takes you to the Welcome window.

12. In the Finish screen please enter a new password and note all your Login details for future reference.

13. Now click "Complete Registration" and you will enter the Supplier Network page.

14. On the centre of the screen click "Opportunities". This will take you to the list of current opportunities available to you.

15. Click the " " that relates to this notice, this will take you into the PQQ or Tender Request and click "Register Interest". Note there may be several opportunities that appear on this screen, please

ensure that you select the correct one.

16. In the "Your Opportunities" screen please note the closing time and date for completion of the relevant project. Please review the "Items" tab (Tender stage only) and the Documents tab (PQQ and Tender stages) as there will be information relating to the project held here. The Documents are accessed by clicking the down arrow underneath the General tab. Please ensure that you download all documents to your PC as you will be required to complete and upload some of them as part of your submission. There are instructions on how to complete your submission in the Guidance for Bidders document.

17. You can now either create your response", or "Decline" this opportunity.

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Quality	Quality including 5% Quality Value for Money		100.00%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Flintshire County Council

- Public Procurement Organisation Number: PNJC-2356-PCDV

Ty Dewi Sant

Flintshire

CH7 6NA

United Kingdom

Contact name: Michael Jones

Telephone: +441352702546

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Website: <https://www.flintshire.gov.uk>

Region: UKL23 - Flintshire and Wrexham

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales