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Tender

Provision of Voluntary Sector Project Management, Engagement and Consultancy Services in Central London (Westminster) and West London (Royal Borough of Kensington and Chelsea)

Central London Community Healthcare NHS Trust

F02: Contract notice

Notice identifier: 2024/S 000-039679

Procurement identifier (OCID): ocids-h6vhtk-04c5db

Published 9 December 2024, 5:35pm

Section I: Contracting authority

I.1) Name and addresses

Central London Community Healthcare NHS Trust

Ground Floor, 15 Marylebone Road

London

NW1 5JD

Contact

Stevie Crawford

Email

s.crawford9@nhs.net

Country

United Kingdom

Region code

UKI32 - Westminster

Internet address(es)

Main address

<https://www.clch.nhs.uk>

Buyer's address

<https://www.clch.nhs.uk>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

Tenders or requests to participate must be submitted to 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://health-family.force.com/s/Welcome>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Voluntary Sector Project Management, Engagement and Consultancy Services in Central London (Westminster) and West London (Royal Borough of Kensington and Chelsea)

Reference number

C324581

II.1.2) Main CPV code

- 79410000 - Business and management consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

North West London Integrated Care Board wishes to appoint a high quality, professional and experienced provider of project management, engagement and consultancy support, in relation to the voluntary and community sector in the Bi Borough - Central London (Westminster) and West London (RBKC).

This procurement forms part of three-year funding from the Health Inequalities Transformation Funding and will be used to fund Vibrant and Healthy Communities (VHC).

The Vibrant & Healthy Communities Programme fosters collaboration among the Voluntary and Community Sector (VCS), NHS, Local Authorities, Public Health, and other stakeholders to address health inequalities in Bi-borough.

The maximum affordability threshold for the term including any extension periods is £394,036.

The services are expected to commence on 27th January 2025 until 31st March 2027.

As a public sector body, we are regulated by public procurement law when purchasing contracts for goods, works and services. We are managing this Procurement in accordance with the Public Contracts Regulations 2015. The services to which this ITT

relates fall within Chapter 3, Section 7: Particular Procurement Regimes to the Public Contract Regulations 2015.

We are running this procurement competition using a bespoke competitive procurement process; this means the Contracting Authority are following a process under the light touch regime as specified on this Invitation to Tender. As such, the procurement of the services is being run as a bespoke, single-stage application process akin to the Open Procedure.

In accordance with Public Contracts Regulations 2015, this tender has been advertised on Contracts Finder and Find a Tender UK notification service via a Contract Notice.

To access all of the tender documents and participate in the opportunity, please register and apply via Atamis e-sourcing portal: <https://health-family.force.com/s/Welcome>

The deadline for submitting a tender response documentation is 12 noon on Friday, 20th December 2024.

North West London Procurement Services (NWLPS) is a Collaborative Procurement Organisation. The Contracting Authority have instructed NWLPS to act as their procurement representative, therefore any communications during the tender process by NWLPS, are on behalf of the Contracting Authority.

NWLPS is an agent on behalf of the Contracting Authority acting on its behalf solely to carry out the Procurement. All decisions regarding the Contract will be made by the Contracting Authority.

II.1.5) Estimated total value

Value excluding VAT: £394,036

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI7 - Outer London – West and North West

II.2.4) Description of the procurement

North West London Integrated Care Board wishes to appoint a high quality, professional and experienced provider of project management, engagement and consultancy support, in relation to the voluntary and community sector in the Bi Borough - Central London (Westminster) and West London (RBKC).

The approach aims to maximise the use of assets in our community, through closer working relationships with the Voluntary and Community sector.

This is achieved through 4 key goals:

1. Build stronger working relationships and shared collaborative culture.
2. Enable a holistic approach with a focus on people, early intervention and prevention to reduce health inequalities.
3. Maximise the use of VCS assets like data and expertise.
4. Develop VCS capacity and infrastructure for partnership.

Alongside this ongoing work, the VHC programme will provide the necessary ongoing co-ordination, management and evaluation all activity funding by the Health Inequality Transformation Funding. This will include the community solutions project.

The Provider will be required to coordinate and maximise the community assets for Vibrant and Healthy Communities programme. They will work directly with, and as part of, the voluntary sector in Westminster and RBKC, building on their existing relationships, knowledge and credibility with these organisations, in order to:

- Mobilise and oversee the community solutions project from start to finish, with successful VCS grant partners;
- Develop and deliver a co-production and community engagement implementation plan;
- Develop a community intelligence model with partners across sectors;
- Work with 3ST and NWL evaluation groups to design and mobilise a model locally that enables VCS to demonstrate impact;
- Run a range of engagement events, and other relevant programmes.

This will require the Provider to be able to manage multiple programmes of work, have strong, detailed knowledge of the local voluntary sector stakeholders and the populations they support, and work closely with NHS and Local Authority partners, as part of the Bi-Borough Place Based Partnership. The successful organisation will also need to consider how it will procure expert support via local organisations that work directly with children, young people and families, and global majority communities, in order to access expertise

such as safeguarding, engagement and appropriate programme/service design.

The Provider must:

- a) Be able to demonstrate a proven track record of working on programmes of this type, scale and complexity, in partnership within NHS, Local Authority and Voluntary Sector settings; and
- b) Be a Third Sector Organisation based and operating within RBKC and Westminster boroughs; and
- c) Have strong, established relationships with a wide variety of 3rd sector organisations in WCC and RBKC. This must include organisations that work with children and families as well as adults, and a breadth of organisations that represent the wide range of communities living in Westminster and RBKC; and
- d) Be in a position to mobilise quickly and begin delivery immediately after contract award.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £394,036

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

Start date

27 January 2025

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

A period which does not exceed 12 months in increments which is at the sole discretion of NWL ICB

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 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

20 December 2024

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

Tender must be valid until: 1 April 2025

IV.2.7) Conditions for opening of tenders

Date

20 December 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

The High Court

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<https://www.judiciary.uk/courts-and-tribunals/high-court/>