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Tender

## **Overnight Short Break services for Children and Young People with SEND aged 2-18 Years and Adults 18+ with learning disabilities (LD) or disabilities**

Wolverhampton City Council

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

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Published 8 September 2025, 3:31pm

### **Scope**

### **Reference**

CWC24003

### **Description**

The procurement will be an above threshold procedure for services which are considered Light Touch Regime (LTR) in accordance with the Procurement Act 2023- Sections 9 & 10 and all other provisions of LTR under the Act and Council's Contract Procedure Rules.

This arrangement constitutes a flexible "pseudo" framework (for clarity, not an Open Framework as defined under the Procurement Act 2023). The framework may be re-opened at any time, either to increase the number of participating providers or to replace those who have been removed. This action may be taken at the Council's reasonable discretion, where it is deemed necessary to ensure the framework continues to support the Council in meeting its statutory duties-specifically, to maintain sufficient capacity in terms of available placements and provider coverage.

The Framework is composed of two Lots.

Lot 1: Overnight Short Breaks Service for children and young people with SEND aged 2-18 years: The provision will provide overnight short break services that give children and young people to take a break and support for Parent/Carers in their caring role, which could reduce the occurrence of family breakdown.

Lot 2: Overnight Short Breaks Service for Adults 18+ with learning disabilities (LD) or disabilities: The provision will provide overnight short break services that enable adults to take a break and support for Family members or carers in their caring role, which could reduce the occurrence of family breakdown.

## **Commercial tool**

Establishes a framework

## **Total value (estimated)**

- £12,971,000 excluding VAT
- £15,565,200 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 1 April 2026 to 31 March 2031
- Possible extension to 31 March 2033
- 7 years

Description of possible extension:

The initial term will be for 5 (five) years, with the option for 2 (two) year extensions

## **Options**

The right to additional purchases while the contract is valid.

In the event of framework providers not meeting sufficiency or need alternative solutions will be sourced.

## **Main procurement category**

Services

## **CPV classifications**

- 85310000 - Social work services

## **Contract locations**

- UKG39 - Wolverhampton
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## **Lot 1. Overnight Short Breaks Service for children and young people with SEND aged 2-18 years.**

### **Description**

The Council has a duty to provide overnight short breaks provision for Children and Young People with a disability and their families, as part of the Children and Young Person's Act (2008) as every local authority.

"...shall provide services designed to assist individuals who provide care for such children (disabled) to continue to do so, or to do so more effectively, by giving them a break from caring". Short breaks are integral to a comprehensive approach to supporting disabled children to develop as participating and contributing individuals, included in their communities, with personal social networks."

The provision will provide overnight short break services that give children and young people to take a break and support for Parent/Carers in their caring role, which could reduce the occurrence of family breakdown.

The Overnight Short Breaks will provide services during term time and school holidays and will be available for 360 days per year. By 1st May each year, the Provider will notify Parents/Carers, the SEND Family Help Service and Contract Officer of the days on which the service will be closed in the next 12 months.

Term time (39 weeks per year).

- Weekdays for children and young people in education: Overnight stays will be from 3pm to 8 am at a minimum this will be 18 hours in duration. This may be extended to consecutive nights as part of their Family Help Plan.

- Weekends/bank holidays: Provision of overnight short breaks 6pm to 10 am. This may be extended to consecutive nights as part of their Family Help Plan.

School holidays (13 weeks per year)

- Provision of overnight short breaks 6pm to 10 am. This may be extended to consecutive nights as part of their Family Help Plan.

Detailed requirements of the contract are set out Appendix B - Service specification.

### **Lot value (estimated)**

- £5,131,000 excluding VAT
- £6,157,200 including VAT

Framework lot values may be shared with other lots

## **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Lot 2. Overnight Short Breaks Service for Adults 18+ with learning disabilities (LD) or disabilities**

### **Description**

The Care Act 2014 outlines the responsibilities of local authorities regarding adult overnight short breaks and respite care for adults with learning disabilities (LD) or disabilities, particularly in sections related to assessments and support for carers.

The provision will provide overnight short break services that enable adults to take a break and support for Family members or carers in their caring role, which could reduce the occurrence of family breakdown.

The Overnight Short Breaks will provide services 7 days a week and will be available for 360 days per year. By 1st May each year, the Provider will notify Family members or carers, the Adult Social Care Team and Contract Officer of the days on which the service will be closed in the next 12 months.

### **Lot value (estimated)**

- £7,840,000 excluding VAT
- £9,408,000 including VAT

Framework lot values may be shared with other lots

## **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

Unlimited

### **Maximum percentage fee charged to suppliers**

0%

### **Framework operation description**

Tender Responses will be evaluated in accordance with the award criteria and scoring mechanism which is split in to 60% Quality criteria including 5% EDI and 10% social value and 40% Pricing Criteria.

Each provider admitted to the framework must have a total evaluation score of 70% or above, with the three highest scoring providers awarded a place on the framework.

We intend to award a Framework up to three (3) providers per Lot. This has been designed to ensure; continued competition, a basis of flexibility and also support the creation of sustainable business opportunities for new market entrants, into the City of Wolverhampton.

Where the authority is not in the position to award to three, it reserves the right to award a lower number i.e. one or two. The framework may also be re-opened at any time, either to increase the number of participating providers or to replace those who have been removed. This action may be taken at the Council's reasonable discretion, where it is deemed necessary to ensure the framework continues to support the Council in meeting its statutory duties-specifically, to maintain sufficient capacity in terms of available placements and provider coverage.

Providers successful to the framework will not be ranked and all referrals will be scheduled via a mini competition process.

## **Award method when using the framework**

With competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot 1. Overnight Short Breaks Service for children and young people with SEND aged 2-18 years.**

**Lot 2. Overnight Short Breaks Service for Adults 18+ with learning disabilities (LD) or disabilities**

Tenderers must have a minimum annual turnover of £1,000,000 to be eligible to bid for this contract.

### **Technical ability conditions of participation**

**Lot 1. Overnight Short Breaks Service for children and young people with SEND aged 2-18 years.**

**Lot 2. Overnight Short Breaks Service for Adults 18+ with learning disabilities (LD) or disabilities**

As stipulated in the tender documents.

### **Particular suitability**

**Lot 1. Overnight Short Breaks Service for children and young people with SEND aged 2-18 years.**

**Lot 2. Overnight Short Breaks Service for Adults 18+ with learning disabilities (LD) or disabilities**

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

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## **Submission**

### **Enquiry deadline**

26 September 2025, 12:00pm

### **Tender submission deadline**

8 October 2025, 12:00pm

### **Submission address and any special instructions**

Tenderers Must be registered on the Central Digital Platform to be able to submit a bid for this Framework.

Additionally, tenderers must register on ProActis e-tendering platform to be able to access tender documents and submit their bids, registration is free and can be accessed at [www.wolverhamptontenders.com](http://www.wolverhamptontenders.com)

### **Tenders may be submitted electronically**

Yes



## Languages that may be used for submission

English

## Award decision date (estimated)

12 December 2025

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## Award criteria

Name	Description	Type	Weighting
Quality	Tenderers will be evaluated based on the quality of their response to Evaluation Questions which will assesses the following criteria. Mandatory Question - Applicable to all Lots - Business Continuity, and - Equality, Diversity and Inclusion Lot Specific Questions - Approach to Overnight Short breaks, - Delivery of a Quality Service, - Safeguarding, - Partnership Working, - Feedback and complaints,	Quality	50%
Pricing	Tenderers will be evaluated based on their response to the Pricing Schedule.	Price	40%

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<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Social Value - Mandatory Question - Applicable to all Lots	Tenderers will be evaluated based on the quality of their response to commitments to social value and sustainability.	Quality	10%

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## Other information

### Description of risks to contract performance

As stipulated within the tender document

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

### Special regime

Light touch

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## **Documents**

### **Associated tender documents**

<http://www.wolverhamptontenders.com>

Appendix B - Our Council Our Plan

Appendix B - Lot 1 - Service Specification

Appendix B - Lot 2 - Service Specification

Appendix D - CWC24003 - Framework Agreement

CWC24003 - Pricing Matrix - Lot 1

CWC24003 - Pricing Matrix - Lot 2

CWC24003 - ITT Instructions

CWC24003 - Invitation to Tender

CWC24003 - Market Engagement Pack

CWC24003 - Data Processing Summary - Lot 1 and Lot 2

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## **Contracting authority**

### **Wolverhampton City Council**

- Public Procurement Organisation Number: PVBV-7568-LBLL

Civic Centre, St Peter's Square

Wolverhampton

WV1 1SH

United Kingdom

Email: [corporate.procurement@wolverhampton.gov.uk](mailto:corporate.procurement@wolverhampton.gov.uk)

Website: <http://www.wolverhamptontenders.com>

Region: UKG39 - Wolverhampton

Organisation type: Public authority - sub-central government