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Tender

WCC Short Breaks - Residential Overnight Respite Provision for Children with Disabilities

Warwickshire County Council

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

Notice identifier: 2025/S 000-059700

Procurement identifier (OCID): ocds-h6vhtk-04fe7b ([view related notices](#))

Published 25 September 2025, 1:39pm

Scope

Reference

WAR-0002

Description

The provision of short breaks and respite services are a statutory requirement that directs local authorities to assist individuals who provide care for children and young people to continue to do so, or to do so more effectively.

The local authority must offer short breaks and respite as part of a preventative model in keeping families together, preventing family breakdown and preventing children with disabilities becoming care experienced.

It should give parent carers a meaningful break from caring responsibilities and provide

opportunities for children to have fun, to try new things and to socialise.

The service is required for children and young people who are eligible for social care support, where the assessment of need has identified an individual and their family/carer would benefit from access to overnight residential respite services.

Total value (estimated)

- £3,635,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2031
- Possible extension to 31 March 2035
- 9 years

Description of possible extension:

The initial contract term will be for 5 years, however the Council reserves the right to extend the contract by further periods not exceeding 48 months (48) being the maximum available extension period) at the discretion of the Council based on the contract performance of the successful applicant.

Main procurement category

Services

CPV classifications

- 85000000 - Health and social work services

Contract locations

- UKG - West Midlands (England)

Participation

Legal and financial capacity conditions of participation

Please refer to the tender documentation

Technical ability conditions of participation

Please refer to the tender documentation

Particular suitability

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

Submission

Enquiry deadline

9 October 2025, 12:00pm

Submission type

Tenders

Tender submission deadline

27 October 2025, 12:00pm

Submission address and any special instructions

Warwickshire County Council will be using its e-tendering system (WarwickshireCC) for the administration of this procurement process. Providers must register with the system to be able to express an interest and download documents. The web address for the portal is:

<https://in-tendhost.co.uk/warwickshirecc/aspx/Home>

Registration and use of our portal is free. When registering you will be re-directed to the In-Tend sell2midlands site. If you already registered and have issues logging in then you may need to re-set your password. You will need to select "Log in to portal" next to Warwickshire County Council.

All correspondence or clarifications relating to this procurement must be via the portals' correspondence function. If you are having trouble registering with the portal please email us at: procurement@warwickshire.gov.uk

Providers must register on In-Tend and log in to our portal to express an interest in this project and to be able to correspond with us about this procurement.

Applicants are required to answer all of the questions and return their completed response (including any associated documentation) by:-

no later than Monday 20th October 2025 at 12 Noon.

Your tender return must be submitted via the E-tendering portal. You will not be able to upload your tender after the deadline detailed above. Applicants are advised that if their

tender response (including any associated documentation) is only partially uploaded within the E-tendering portal by the closing date and time then the system will lock them out and they will not be able to complete their document upload. The Council reserves the right to only evaluate documents received within the E-tendering portal by the closing date and time and applicants are advised that a partial upload is unlikely to be successful. Applicants are therefore recommended to upload their full tender response well in advance of the closing date and time.

If you are experiencing any difficulties with your upload you must contact the Council well in advance of the closing date and time

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

30 November 2025

Award criteria

Name	Type	Weighting
Cost	Cost	60%
Quality	Quality	40%

Other information

Description of risks to contract performance

The satisfactory performance of the contract may be jeopardised by the following risks, which by their nature, are unable to be addressed in the contract as awarded:

The changing needs and requirements of the Council and the changing demands placed on the Council by its customers. increases or decreases in funding - such as reductions or additions in budget allocations as part of the Council's budget setting processes, or as a consequence of additional funding streams which were unknown at the time of awarding the contract, but which are provided to increase the volume and scope of services delivered.

Changes brought about by Local Government Reorganisation.

Changes in legislation or national guidance.

The identification of additional service recipients, not originally captured by the scope of the contract e.g. same service requirements for 16/17-year-old teenagers where contract is for 18-20s.

Opportunities offered by emerging/new technologies.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

Light touch

Competitive flexible procedure description

Procurement Specific Questionnaire

Applicants must complete Parts 1, 2 and 3 for the Council to identify the applicants to move forward to the 'Award' stage.

Only applicants who pass the mandatory pass/fail elements and exceed the stated threshold of 60 out of 100 will pass to the 'Award' stage.

1 Mandatory Questions

Pass/Fail

Applicants must answer questions M1 and M2. Applicants must pass this stage in order to proceed to Stage 2.

2 Quality (Non-cost) 40%

Responses are scored out of a total of 100, only applicants who exceed the stated threshold of 60 out of 100 will pass to Stage 3.

3. Cost 60%

Applicants that submit a cost higher than the maximum ceiling cost per annum or lower than the minimum floor cost per annum will automatically be excluded from the process/fail this stage and will not progress to Stage 4.

4. Negotiation/Clarification Meeting The Council reserves the right to invite bidders to a clarification meeting with presentation, or to Negotiation Meetings if the Council elects to do this.

5. Award Stage The applicant with the highest Overall Score will be awarded the contract.

Please note: Any contract award will be subject to a satisfactory site visit.

6 Tie-Break (if required) If there are bids with the same total score, then a Tie-Break process will be used to determine the winner.

Documents

Associated tender documents

<https://in-tendhost.co.uk/warwickshirecc/aspx/Home>

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Contracting authority

Warwickshire County Council

- Public Procurement Organisation Number: PDTN-5446-NMXW

Shire Hall

Warwick

CV34 4SA

United Kingdom

Email: procurement@warwickshire.gov.uk

Website: <http://www.warwickshire.gov.uk>

Region: UKG13 - Warwickshire

Organisation type: Public authority - sub-central government