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Tender

Framework Agreement for the Provision of Outreach / Respite Support for Children with Disabilities

Caerphilly County Borough Council

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

Notice identifier: 2025/S 000-069134

Procurement identifier (OCID): ocds-h6vhtk-05d5aa

Published 28 October 2025, 4:49pm

Scope

Reference

CCBC/PS2900/25/HS

Description

Framework Agreement for the Provision of Outreach / Respite Support for Children with Disabilities.

The Council, namely Social Services, Children's Services is establishing a framework agreement for outreach/respite for children and young people under the age of 18 with permanent and substantial disabilities, life limiting conditions and or complex health needs that impact on their daily living namely: -

A severe learning disability

A significant sensory disability

A severe physical disability

Multiple disabilities – combination of disabilities – physical, cognitive, communication and sensory in nature

The Council is establishing an open framework in line with the light touch regime of the Procurement Act 2023 for a high-quality, cost-effective outreach/respite support service for children and young people with disabilities. The aim is to meet the care and support needs of children and young people (Service Users) and to provide the Council with a compliant, legal and accredited framework.

This framework is for all new packages of support. It is the Council's intention that all existing support for outreach / respite for children and young people at the time of awarding the framework will remain with the existing Service Providers, to ensure there is continuity of care for children and young people and their carers.

However, the Council shall reserve the right to undertake a review of any support currently being provided. If the Council feels that the hourly rate is not economically sustainable for the Council, such support packages shall be re-brokered in line with the brokerage process.

For Service Providers to retain the current packages of support provided they must apply to join this framework and be successful meeting the requirements of the award criteria.

Service Providers should note that being placed onto the framework is not a guarantee of being awarded any support packages and there is also no guarantee of value of spend to be let via this framework.

The framework agreement shall be for an initial period of four (4) years from the 02 February 2026 - 31 January 2030, with the option to extend up to a further period of four-eight (48) months reviewed after twenty-four (24) months

The Council is not currently aware of any TUPE implications at the time of tender. However, Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") and/or Directive 2004/18/EC may apply to this framework during the period of the arrangement.

Service Providers should note that a non-scored approach has been chosen for Social Value. However, service providers are requested to submit measures at the time of submission and the Council will work with successful service providers to delivery against the measures.

The spend is based on current spend over the full framework period including extensions

Full details can be found in the ITT

Commercial tool

Establishes an open framework

A series of frameworks with substantially the same terms. Awarded suppliers are carried over and new suppliers can bid.

Total value (estimated)

- £2,800,000 excluding VAT
- £3,360,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 2 February 2026 to 1 February 2029
- 3 years

Main procurement category

Services

CPV classifications

- 85000000 - Health and social work services
- 98000000 - Other community, social and personal services

Contract locations

- UKL16 - Gwent Valleys

Framework

Open framework scheme end date (estimated)

2 February 2029

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

0%

Further information about fees

n/a

Framework operation description

The open framework shall be for a maximum of eight (8) years, however the first scheme is for up to three years and will re opened for new providers to join during this time.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

Establishing party only

Participation

Legal and financial capacity conditions of participation

As per the ITT

Technical ability conditions of participation

As per the ITT

Particular suitability

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

Submission

Enquiry deadline

17 November 2025, 5:00pm

Tender submission deadline

24 November 2025, 12:00pm

Submission address and any special instructions

Tenderers must express an interest in this tender by completing the following process:

1. Log in to the Proactis Supplier Portal at <https://supplierlive.proactisp2p.com/Account/Login2.Click> the "Sign Up" option on the Portal homepage (If already registered go to point 11.)
3. Enter your correct Organisation Name, Details and Primary Contact Details.
4. Please make a note of the Organisation ID and User Name, then click "Register".
5. You will then receive an email from the system asking you follow a link to activate your account.
6. Please enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details.
7. In the Classification section please ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice, it is essential that only CPV Codes, specific to your organisation are added to your profile.
8. Buyer Selection – At this stage you are required to indicate which Buyer Organisations you would like to register with. Please remember to register with Caerphilly this ensures that you will be alerted to all relevant opportunities.
9. Terms & Conditions - Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage.
10. Insert a password for the admin user and repeat it. The password MUST be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed select 'Complete Registration' and you will enter the Supplier Home page.
11. From the Home Page, go to the "Opportunities" icon, all current opportunities will be listed. Click on the blue arrow under the field 'Show Me' of the relevant opportunity then click to register your interest on the applicable button.
12. Refresh your screen by clicking on the opportunities icon located on the left hand side, to view the opportunity click the blue arrow.
13. Note the closing date for completion of the relevant project. To find all available documentation please drop down the 'Request Documents' option and click to download all documents.
14. You can now either complete your response or "Decline" this opportunity. All queries are to be made via the messaging system on the Proactis portal. Please note we will NOT accept any questions/queries via telephone/email. A supplier guide title "Supplier_step-by-step_guide" is available via the portal and this contract notice detailing how to use register on the Proactis Plaza system. If you require assistance please contact Hayley Jones 01443863234 - jonesh21@caerphilly.gov.uk

When submitting a tender, an e tendering supplier guide has been produced which will help tenderers through completing a tender submission using our Proactis Plaza system. The buyer considers that this contract is suitable for consortia bidding.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

- Welsh
- English

Award decision date (estimated)

12 January 2026

Award criteria

| Name | Description | Type |
|-------------|--|---------|
| Price 20% | Price 20% | Price |
| Quality 80% | The Quality Criteria will be divided into categories consisting of the following sub-criteria and weightings: Tender Response 30% Interview 45% Presentation 25% | Quality |

Weighting description

Cost 20%

Quality 80%

Other information

Payment terms

as per the ITT

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Contracting authority

Caerphilly County Borough Council

- Public Procurement Organisation Number: PWHP-2369-JPYL

Penallta House, Tredomen Park

Hengoed

CF82 7PG

United Kingdom

Contact name: Helen Sellwood

Telephone: 01443863283

Email: sellwhl@caerphilly.gov.uk

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

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales