

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/080121-2025>

Tender

Provision of a 16 Plus Support Service

Caerphilly County Borough Council

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

Notice identifier: 2025/S 000-080121

Procurement identifier (OCID): ocds-h6vhtk-05ef9b

Published 5 December 2025, 12:27pm

Scope

Reference

CCBC/PS2933/25/HS

Description

The Council is tendering an opportunity for a Service Provider to provide a supported housing service for young people aged 16 to 18 years old who are Children Looked After/Care Leavers as defined in Section 105 - 115 of the Social Services and Wellbeing (Wales) Act 2014. The service will be available to young people aged 16 to 18 years, who are known to Social Services and being supported through the Caerphilly County Borough Council 16+ Team. The service will be available primarily to young people who hold category 1, 2 and 3 status as defined within the Act.

The property is owned by Caerphilly County Borough Council (CCBC), which is responsible for the maintenance of the property and all housing related issues. The commissioned Support Provider will 'oversee' the way the building is used and treated and report back any issues to CCBC that require upkeep or repair.

The support provider will be fully responsible for providing all day-to-day support required

by the young people who reside at the property. The young person will be in receipt of their allowance and will be subject to their Independent Living Plan and will be responsible for purchasing their own food and budgeting their allowance.

The property has 6 rooms and an additional 2 rooms in an annex, and it is anticipated that not all rooms will be occupied at all times throughout the duration of the contract. A staged approach will be taken in the early stages of the contract until full occupancy is achieved. The Support Provider will be expected to respond flexibly to the needs of the young people to ensure appropriate staffing arrangements are in place while occupancy levels increase.

The annex is separate from the main house and it is anticipated that it will be used as a stepping stone from the main house, before moving on to independent living. Individuals who move into the annex and then reach age 18 will be offered a short period of time as part of their move on plan.

The aims of the service are as follows:

- To work in partnership with a commissioned provider to provide the support for the children and young people aged 16-18 years.
- To develop and expand move on arrangements to ensure that children and young people can move on in a planned manner.
- To support the above, children and young people will be supported to develop the skills necessary to move on and live independently.
- To provide targeted support to young people to help them reach more positive outcomes.
- To support vulnerable children and young people to achieve independent living as much as possible within their community.
- To work in a multi-agency way with all agencies involved with the children and young people.
- To work with the children and young people in a trauma informed way and to support vulnerable young people who have experienced trauma.
- To help children and young people build their own resilience through the development of effective skills and strategies to facilitate self-management and an improved improving ability to cope with daily life.
- To provide support that also focuses on valuing and building upon the young person's

strengths and abilities whilst ensuring that links are made with other community projects and services to enable others to play a social and supportive role in young peoples lives during and after support.

- The service will provide a Pathway that will deliver realistic, short, mid and long term supported accommodation for the relevant 16+ population within Caerphilly.
- To provide a safe route for 16+ year olds and ensure young people are equipped with the appropriate skills required to maintain tenancies in the future and care for themselves appropriately.
- The model will not only provide a more personalised approach to support but will also focus on long term independence and promote choice and control for the young people supported.

Full details can be found in the invitation to tender on the etender portal Proactis Plaza

The Contract shall be for an initial period of four (4) years from the 01 March 2026 to 28 February 2030, with the option to extend of a further period of up to twenty (24) months on an annual basis.

The award criteria for this arrangement will consist of the following criteria and scores:

Selection Criteria Pass/Fail

Quality 80%

Price 20%

The evaluation of the tender responses for this procurement will be undertaken in three (3) specific stages based on the following methodology:

- Stage One - Conditions of Participation - Selection Criteria
- Stage Two - Evaluation - Award Stage - Assessment of Tender Response and Commercial (Price) Criteria
- Third Stage Evaluation - Interview / Presentation

Full details can be found in the invitation to tender on the etender portal Proactis Plaza

Please note that Social Value shall fall part of this tender and Service Providers are requested to complete the Themes, Outcomes and Measures (TOMS) as part of their tender submission.

Full details can be found in the ITT

The Council has previously issued a Planned Procurement Notice, Supplier Engagement Notice and Contract Notice. The original procurement was cancelled and a UK12 was issued. The Council has issued this new opportunity for the service provision following a review of the tender specification. Supply engagement has taken place to advise the change.

Total value (estimated)

- £3,000,000 excluding VAT
- £3,600,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 March 2026 to 28 February 2030
- Possible extension to 29 February 2032
- 6 years

Description of possible extension:

Option to extend of a further period of up to twenty (24) months on an annual basis.

Main procurement category

Services

CPV classifications

- 85300000 - Social work and related services
- 85000000 - Health and social work services

Contract locations

- UKL16 - Gwent Valleys

Participation

Particular suitability

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

Submission

Enquiry deadline

7 January 2026, 5:00pm

Tender submission deadline

14 January 2026, 12:00pm

Submission address and any special instructions

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.If you require assistance please contact Jemma Ford 01443 863163 - fordj1@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.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

6 February 2026

Award criteria

Name	Description	Type
Price	Price 20% full details are in the Price ITT	
Quality	Quality 80% Sub criteria Tender response 30% Interview 35% Presentation 35%	Quality

Weighting description

Price 20%

Quality 80%

Other information

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