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Tender

## **Employability Services Procured Service Arrangement - Phase 2**

South Lanarkshire Council

F02: Contract notice

Notice identifier: 2025/S 000-080659

Procurement identifier (OCID): ocds-h6vhtk-05f0e1

Published 8 December 2025, 2:39pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

South Lanarkshire Council

Council Headquarters, Almada Street, Almada Street

Hamilton

ML3 0AA

#### **Contact**

Irene Peacock

#### **Email**

[Kirsty.stewart2@southlanarkshire.gov.uk](mailto:Kirsty.stewart2@southlanarkshire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKM95 - South Lanarkshire

**Internet address(es)**

Main address

<http://www.southlanarkshire.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00410](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410)

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

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://www.publictendersscotland.publiccontractsscotland.gov.uk/>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Employability Services Procured Service Arrangement - Phase 2

Reference number

SLC/CE/24/066

#### **II.1.2) Main CPV code**

- 80000000 - Education and training services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Council is seeking to appoint service providers through a Procured Service Arrangement (PSA). This is a bespoke arrangement/flexible framework which will be developed primarily for Employability Services but can be accessed by all services within the Council.

The PSA will be procured using the “light touch” procedure set out in Regulations 74 -76 of the Public Contracts (Scotland) Regulations 2015 (“the 2015 Regulations”). This allows the Council to carry out a selection process which adopts the principles of equal treatment, non-discrimination and transparency and complies with procurement best practice without requiring the use of the traditional open or restricted procedure set out in the 2015 Regulations.

The PSA has a broad scope of service delivery with the opportunity for many providers to be appointed. There is no limit on the number of providers who can be appointed to any of the lots under the PSA. The PSA remains open for its lifetime which allows for new providers to be added over its term, at regular intervals which will be advised by the Council. Applicants to the PSA will be evaluated in ‘Phases’, based on the closing date for each Phase. Following the closing of each Phase, the PSA will re-open for new applications for the next Phase.

#### **II.1.5) Estimated total value**

Value excluding VAT: £4,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Work Based Learning

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80420000 - E-learning services
- 80530000 - Vocational training services

### **II.2.3) Place of performance**

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

### **II.2.4) Description of the procurement**

## Work Based Learning

This lot focuses on the delivery of work-based learning programmes / qualifications which may include industry-specific training to prepare individuals for roles in key employment sectors. Training is designed to meet the current and emerging needs of local employers and industry, equipping participants with the technical knowledge and qualifications required for their chosen field.

Services may include but is not limited to:

The delivery of vocational qualifications e.g. SVQ Level 2 or 3 in Health & Social care or childcare, Foundation Apprenticeship level 4 or 5 in Construction / Auto engineering / Hospitality.

### Sector based work academies

The delivery of certificated training such as Emergency First Aid, Construction Skills Certification Scheme (CSCS) Level 1 award, REHIS Elementary Food Hygiene, moving and handling.

Pre-employment training including a blend of employability skills e.g. communication, teamwork, problem-solving, leadership, time management, critical or creative thinking.

This lot will be procured through the Procured Services Arrangement (PSA).

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 90

Price - Weighting: 10

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

On completion of the initial evaluation process and appointment of Bidders to the Procured Services Arrangement, the ITT will reopen to

new bids. The ITT will remain open for the lifetime of the PSA. There are no limits to the number of times that bidders can submit bids.

### **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

## **II.2) Description**

### **II.2.1) Title**

Targeted Support Services

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80420000 - E-learning services
- 80530000 - Vocational training services

### **II.2.3) Place of performance**

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

#### **II.2.4) Description of the procurement**

Targeted Support Services

This lot is aimed at delivering services targeted at individuals with multiple barriers to employment who require individually tailored support to gain employment or further learning / training. This may be delivered as individual one-to-one keyworker support or as a group-based employability programme.

This lot will be procured via a Procured Services Arrangement (PSA).

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 90

Price - Weighting: 10

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

On completion of the initial evaluation process and appointment of Bidders to the Procured Services Arrangement, the ITT will reopen to new bids. The ITT will remain open for the lifetime of the PSA. There are no limits to the number of times that bidders can submit bids.

#### **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

## **II.2) Description**

### **II.2.1) Title**

Health, wellbeing and financial support

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80420000 - E-learning services
- 80530000 - Vocational training services

### **II.2.3) Place of performance**

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

#### **II.2.4) Description of the procurement**

Health, wellbeing and financial support

This lot supports the holistic development of individuals by addressing health and wellbeing barriers that may hinder employability. Activities promote mental health, physical wellness, and resilience in the workplace.

Bidders will be expected to deliver a range of services designed to address specific issues relating to health and wellbeing and specific barriers including debt and financial issues. Activity may include but is not limited to:

Support to improve health and fitness

Delivery of activities designed to increase engagement and confidence including arts and crafts, cultural activity

Counselling and mental health support

Advice and guidance relating to alcohol and drug misuse

Financial advice and support

Therapeutic interventions

Specialist supports and interventions

This lot will be procured via a Procured Service Arrangement (PSA).

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 90

Price - Weighting: 10

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

Duration in months

120

This contract is subject to renewal

Yes

## Description of renewals

On completion of the initial evaluation process and appointment of Bidders to the Procured Services Arrangement, the ITT will reopen to new bids. The ITT will remain open for the lifetime of the PSA. There are no limits to the number of times that bidders can submit bids.

### **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

## **II.2) Description**

### **II.2.1) Title**

Other

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 80000000 - Education and training services
- 80200000 - Secondary education services
- 80210000 - Technical and vocational secondary education services
- 80211000 - Technical secondary education services
- 80212000 - Vocational secondary education services
- 80300000 - Higher education services
- 80310000 - Youth education services
- 80420000 - E-learning services

- 80530000 - Vocational training services

### **II.2.3) Place of performance**

NUTS codes

- UKM95 - South Lanarkshire

Main site or place of performance

South Lanarkshire

### **II.2.4) Description of the procurement**

Other Employability Services

This lot serves as a flexible category to accommodate employability services and programmes that do not fall within the specific scope of Lots 1-3 but still contribute to supporting individuals towards positive employment or learning outcomes. It allows for innovative, niche, or emerging provision that addresses unique challenges or opportunities within the local labour market.

This lot will be procured via a Procured Services Arrangement (PSA).

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 90

Price - Weighting: 10

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

On completion of the initial evaluation process and appointment of Bidders to the Procured Services Arrangement, the ITT will reopen to new bids. The ITT will remain open for the lifetime of the PSA. There are no limits to the number of times that bidders can submit bids.

### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

SPD Question 2.C.1 Reliance on the capacities of other entities

Applicants are required to complete a full SPD for each of the entities whose capacity they rely upon.

SPD Question 2.D.1 Subcontractors on whose capacity the Applicant does not rely

Applicants are required to complete a shortened version of the SPD for each Subcontractor on whose capacity the Applicant does not rely on.

SPD Question 4A.1 Trade Registers

It is a requirement of this tender that if the Applicant is UK based they must hold a valid registration with Companies House. Where the Applicant is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given.

If the Applicant is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

#### SPD Question 4B.4 Economic and Financial Standing

The Council will use the following ratios to evaluate a Applicants financial status:

Profitability – this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio;

Liquidity – this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for this ratio

Gearing – this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100% it is considered a pass for this ratio.

Applicants must provide the name and value of each of the 3 ratios within their response to SPD question 4B.4.

The Council requires Applicants to pass 2 out of the 3 financial ratios above.

Where 2 out of the 3 ratios cannot be met, the Council may take the undernoted into consideration when assessing financial viability and the risk to the Council, providing that the Applicant can supply evidence to substantiate any of the mitigating criteria when requested to do so. The following list is not exhaustive and other criteria may be considered where proposed by a Applicant as mitigating factors:

Would the Applicant have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes "marginal"?

Does the Applicant operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the Applicant have sufficient reserves to sustain losses for a number of years?

Does the Applicant have a healthy cashflow?

Is the Applicant profitable enough to finance the interest on its debt?

Is most of the Applicant's debt owed to group companies?

Is the Applicant's debt due to be repaid over a number of years, and affordable?

Have the Applicant's results been adversely affected by "one off costs" and / or "one off accounting treatments"?

Do the Applicant's auditors (where applicable) consider it to be a "going concern"?

Will the Applicant provide a Parent Company Guarantee?

Is the Applicant the single supplier/source of the Goods/Works/Services in the marketplace?

The Council will request submission of and assess the Applicants financial accounts, and may use financial verification systems to validate the information provided.

#### SPD Question 4B.5 Insurance

The Applicant must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Employer's Liability Insurance covering the death of or bodily injuries to employees of the Applicant arising out of and in the course of their employment in connection with this contract to the level of 10000000 GBP in respect of each claim, without limit to the number of claims.

Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the Applicant) or loss of or damage to property resulting from an action or failure to take action by the Applicant to the level of 5000000 GBP in respect of each claim, without limit to the number of claims.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

#### SPD Question 4C.1.2 Technical and Professional Ability

The applicant(s) recommended for award to the PSA will be training providers with experience delivering vocational and/or employability training, interventions, or support to South Lanarkshire Councils key priority groups. Applicants are required to provide examples that demonstrate their relevant experience delivering such services over the last 3 years.

With reference to the nature and details of the services to be supplied under the PSA Lots, 3 relevant examples of a similar size and nature are to be provided of the services delivered by the applicant in the last 3 years.

The details should include but need not be limited to:

- The training delivered and qualifications gained.
- To whom training was delivered, including quantities for training and qualifications gained / not gained.
- Involvement of the service users in planning / meeting outcomes.
- Duration and content, including how content was adapted to meet the service users' needs.
- Steps taken to keep service users on track to gain the qualification.
- Remediation training employed to achieve successful outcomes.

Please Note: Applicants should evidence 3 experiences for each Lot being applied for.

#### SPD Question 4C.6 Technical and Professional Ability (Qualifications)

It is a mandatory requirement of this PSA that all individuals who will be engaged in the delivery of the contract must be appropriately vetted in accordance with the Protection of Vulnerable Groups (Scotland) Act 2007.

#### SPD Question 4C.6.1 Technical and Professional Ability (Qualifications)

It is a mandatory requirement of this tender that all the Applicants staff who will be involved in delivering services under the PSA have the relevant PVG Scheme Membership in terms of the Protection of Vulnerable Groups (Scotland) Act 2007.

#### SPD Question 4D.1 Quality Assurance Schemes

It is a requirement of this tender that the Applicant recommended for award holds the following Quality Assurance scheme membership:

ISO 9001:2015 Quality Management System OR an internal Quality Management System as detailed in the ITT.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As detailed within the ITT.

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2025/S 000-793081](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

3 March 2026

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**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

3 March 2026

Local time

12:00pm

Place

South Lanarkshire Council

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The PSA will be published and evaluated in phases. On closing of the current phase, the Council will publish the next phase with a closing date of 3 months from publication date.

Bidders can apply for appointment to the PSA throughout its term. There are no limits to the number of times that bidders can submit bids.

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Exclusion Criteria

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

SPD Questions 3A – 3C have been identified as mandatory exclusion grounds and SPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds a bid will be excluded where the Applicant fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. For the discretionary exclusion grounds a bid may be excluded where the Applicant fails to provide either a positive response or if the Council is not satisfied as to the self cleansing measures undertaken.

Declarations and Certificates

In an open tendering procedure prior to any award being made the successful Applicant will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

SPD Question 2D.1 Prompt Payment Certificate

SPD Question 3A.6 Modern Slavery Act 2015 Declaration

SPD Questions 3A.1 to 3A.8 Serious and Organised Crime Declaration

SPD Question 3D.3 Human Rights Act Declaration

SPD Question 3D.11 Non-Collusion Certificate

SPD Question 4B.5.1 Insurance Certificates / Schedules

SPD Question 4C.6 Protection of Vulnerable Groups (Scotland) Act

2007 Declaration

Declaration Section \*Form of Tender

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

The 'Form of Offer to Tender' must be completed and uploaded within the relevant question in the Commercial Envelope. Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the SPD will invalidate the bid.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the SPD will invalidate the bid.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30667. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Benefits in Procured Services Arrangements will be addressed annually based on cumulative spend for all Call-Off contracts

awarded. The Provider will be required to provide a method statement and programme setting out how and when the Community Benefits

offered will be delivered for the CBs selected.

The delivery of Community Benefits will be monitored and reported through the Council's performance appraisal process.

(SC Ref:816826)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Hamilton Sheriff Court

Sheriff Court House, 4 Beckford Street,

Hamilton

ML3 0BT

Email

[hamiltoncivil@scotcourts.gov.uk](mailto:hamiltoncivil@scotcourts.gov.uk)

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+44 1698282957

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