

United Kingdom-Winchester: Social work services without accommodation

OJ S 188/2013 27/09/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Hampshire County Council - Adult Services

Postal address: EII Court

Town: Winchester

Postal code: SO23 8UQ

Country: United Kingdom

Contact person: Adult Services Procurement Team

For the attention of: Paul Gumma

E-mail: paul.gumma@hants.gov.uk**Internet address(es):**General address of the contracting authority: <http://in-tendhost.co.uk/hampshire>Electronic access to information: <http://in-tendhost.co.uk/hampshire>Electronic submission of tenders and requests to participate: <http://in-tendhost.co.uk/hampshire>**Additional information can be obtained from:**

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority**

Regional or local authority

I.3. Main activity

General public services

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

ASD00074 The Reablement and Assessment of Care Team Service (REACT).

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 25: Health and social services

NUTS code UKJ33 Hampshire CC

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

The REablement and Assessment of Care Team (REACT) Service is a reablement service offering time limited support that is designed specifically around an individual's needs to maximise their long term independence. The service will develop a reablement plan with the aim of maximising a person's health, well being and independence, taking into account all the elements that are important to maintaining independence. These elements are many and varied and include use of assistive technology, aids and adaptations as well as those elements that maintain the dignity and self respect of the individual such as the skills, motivation and confidence to care for oneself and live a fulfilling and meaningful life. This service aims to ensure that people are supported to live lives that are meaningful to them and ensure that they do not simply become passive recipients of services but active participants in their reablement programme resulting in longer term improvements to the quality of their lives.

II.1.6. CPV code(s)

85312000 Social work services without accommodation, 85320000 Social services, 98000000 Other community, social and personal services, 85310000 Social work services

II.1.7. Information about the Government Procurement Agreement (GPA)

II.1.8. Lots

This contract is divided into lots: yes
Tenders may be submitted for one or more lots

II.1.9. Information about variants

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas.

The capacity of these lots will be as follows:

Lot 1 North East 52088 hours per annum;

Lot 2 South East 39022 hours per annum;

Lot 3 West Central 34448 hours per annum;

Lot 4 West New Forest 25242 hours per annum.

These will be divided into two smaller 'sub lots' per area, in order to attract interest from SMEs. There will be a total of eight lots. Details of the sub lots will be published at the Invitation to Tender (ITT) stage of this procurement. The Council proposes to enter into up to eight contracts with an initial term of two years with an optional extension for up to a further two years, which will be awarded to successful tenderers. The maximum budget available for the tendered services is 11,500,000 GBP for a total period of four years.

Estimated value excluding VAT: 11 500 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 24 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Duration in months: 24 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:

<https://intendhost.co.uk/hampshire/asp/Tenders/Current>

2) CPV code(s)

85312000 Social work services without accommodation, 85320000 Social services, 98000000 Other community, social and personal services, 85310000 Social work services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published

at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 4

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 5

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 6

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:
<https://intendhost.co.uk/hampshire/asp/Tenders/Current>

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85312000 Social work services without accommodation, 85320000 Social services, 98000000 Other community, social and personal services, 85310000 Social work services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 7

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:
<https://intendhost.co.uk/hampshire/asp/Tenders/Current>

2) CPV code(s)

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 8

Lot title: TBC

1) Short description

The tendered services will be divided into four lots, based on the Hampshire Community Response Team areas. These will be divided into two smaller 'sub lots' per area to attract interest from SMEs. There will be eight lots in total. Details of the sub lots will be published at the Invitation to tender (ITT) stage of this procurement. Please refer to PQQ documentation for further information. This can be found at the following address:
<https://intendhost.co.uk/hampshire/asp/Tenders/Current>

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3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Should the risk score for your organisation indicate that either a Parent Company Guarantee or Performance Bond is required, evidence of the assurance will be requested prior to contract award. If your organisation is unable to provide the evidence at that point, the Council will be unable to proceed with the contract award.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

The Council recognises the opportunity for organisations/businesses to form consortia for the purposes of tendering. The Council may require further evidence regarding the structure and operation of your proposed consortium arrangements. This may include but not necessarily be limited to joint working agreements, memorandum of understanding, and governance arrangements. Failure to provide this evidence may lead to your submission being excluded. In the case of a consortium which is intended to be jointly and severally liable (e.g. a new legal entity) the Council will consider evidence/information from each of the relevant consortium members relating to all questions in this PQQ. In the case of all other forms of consortia which are not jointly and severally liable, the Council may consider evidence /information from each of the relevant consortium members relating to all questions in this PQQ with the exception of Financial Standing. In this instance, the only financial information which will be assessed will be that relating to the organisation/business which directly contracts with the Council (i.e. the lead organisation). The Council may also require a further guarantee such as a parent company guarantee or commitment to obtain a performance bond from that lead organisation. In some instances a collateral warranty may be requested from all or some consortium members. It is recognised that arrangements in relation to consortia may be subject to future change. Your response should reflect the arrangements as they are currently envisaged. You must immediately notify the Council of any proposed changes to your consortium membership or structure. The Council will review and consider the changes and will assess what impact this has on your submission (i.e. PQQ or tender). Please note that the Council reserves the right to exclude your PQQ/tender submission at any stage during a tender process based on these changes.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Please refer to PQQ documentation which can be found at the following address: <https://intendhost.co.uk/hampshire.aspx/Tenders/Current>

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: The Council recognises the opportunity for organisations/businesses to form consortia for the purposes of tendering. The Council may require further evidence regarding the structure and operation of your proposed consortium arrangements. This may include but not necessarily be limited to joint working agreements, memorandum of understanding, and governance arrangements. Failure to provide this evidence may lead to your submission being excluded. In the case of a consortium which is intended to be jointly and severally liable (e.g. a new legal entity) the Council will consider evidence/information from each of the relevant consortium members relating to all questions in this PQQ. In the case of all other forms of consortia which are not jointly and severally liable, the Council may consider evidence /information from each of the relevant consortium members relating to all questions in this PQQ with the exception of Financial Standing. In this instance, the only financial information which will be assessed will be that relating to the organisation/business which directly contracts with the Council (i.e. the lead organisation). The Council may also require a further guarantee such as a parent company guarantee or commitment to obtain a performance bond from that lead organisation. In some instances a collateral warranty may be requested from all or some consortium members.

It is recognised that arrangements in relation to consortia may be subject to future change. Your response should reflect the arrangements as they are currently envisaged. You must immediately notify the Council of any impact this has on your submission (i.e. PQQ or tender). Please note that the Council reserves the right to exclude your PQQ/tender submission at any stage during a tender process based on these changes.

III.2.2. Economic and financial ability

List and brief description of conditions: Financial questions provide the Council with background information on the financial stability of your organisation. The more options you are able to tick the better able the Council will be to assess your financial standing.

The Council requires its suppliers to be able to tick at least one of the options in question 20. If you are unable to tick at least one option, this will result in a Fail.

If your organisation does not have two years worth of financial information available (i.e. has been trading less than two years), the requirements in Question 20 allows for alternative means of demonstrating your financial situation. We may approach you for further financial information if necessary.

If your organisation qualifies as an SME and produces and submits abbreviated statutory accounts, we require copies of your detailed Profit & Loss Account for the last two years or, if you have been trading for less than two years, the period for which they are available. Please attach these to your completed PQQ submission. Failure to do so may result in the Council being unable to evaluate the financial standing of your organisation which may lead to your submission being excluded.

Annual Contract Value v Turnover

Business Risk Score

To support this assessment the Council will obtain a financial appraisal report from N2Check. The report provides the Council with an overall Risk Score which will be used to assess the applicant's financial standing. If this information is not available from N2Check, a risk score will be calculated as per the model detailed in section 10.2 of the PQQ Guidance.

Where a risk score from N2Check is not available, then an alternative method of assessing financial standing will be used. The table on page 9 of the PQQ Guidance details the evaluation process that will apply.

Minimum level(s) of standards possibly required: Minimum level(s) of standards possibly required: Where you do not currently hold the required levels of insurance, it is important you check with your insurance company that your organisation is able to obtain the levels of insurance required. Written evidence from your insurance company that it will provide insurance(s) to the required levels will need to be provided as part of your PQQ submission. An answer of "No" to questions 24 and 25 regarding insurance cover will result in a Fail. An answer of 'No' to question 24 but a 'Yes' to question 25 will result in a 'Pass' subject to the provision of the required written evidence from your insurance company, which must be submitted with your completed PQQ. If you are unable to provide this evidence, this will result in a 'Fail.'

The Council will not award a contract to an organisation that does not hold and/or cannot provide evidence that its is able to obtain the insurance at levels stated in this pre-qualification questionnaire.

Levels set for this tender are as follows:

Employer's Liability £10 million

Public Liability £10 million

Professional Indemnity £1 million

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: yes

Reference to the relevant law, regulation or administrative provision: The successful tenderer must have the applicable CQC registration to deliver this tender, as follows: Function:

Domiciliary Care Services delivering the regulated activities of Personal Care Evidence of this will be required as part of the PQQ process.

The Council will not award a contract to a service provider who does not have the correct CQC registration.

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Objective criteria for choosing the limited number of candidates: Questions 1 to 19 - Organisation Details (For Information only) Question 20 to 23 – Provision of Financial Information. Where possible, we will also obtain a financial appraisal of your organisation from N2Check (Pass/Fail) Question 24 & 25 – Insurance (Pass / Fail) Questions 26 to 30 - Business Practices (Pass/Fail) Questions 31 to 33 - Professional Business Standing (Pass /Fail) Questions 34 to 36 - Experience & References (weighted: 15 %) Questions 37 to 40 - Capability (Pass/Fail) Questions 41 to 43 - Eligibility (Pass/Fail) Questions 44 to 46 – Company Policies (Pass/Fail) Questions 47 to 52 – Health & Safety (20 % & Pass/Fail) Questions 53 to 56 - Additional Questions (65 %).

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

ASD00074

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

28.10.2013 - 14:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Hampshire Adult Services Procurement Team

Postal address: EII Court

Town: Winchester

Postal code: SO23 8UQ

Country: United Kingdom

Internet address: <http://in-tendhost.co.uk/hampshire>

Body responsible for mediation procedures

Official name: Hampshire Adult Services Procurement Team
Postal address: EII Court
Town: Winchester
Postal code: SO23 8UQ
Country: United Kingdom
Internet address: <http://in-tendhost.co.uk/hampshire>

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

Official name: Hampshire Adult Services Procurement Team
Postal address: EII Court
Town: Winchester
Postal code: SO23 8UQ
Country: United Kingdom
Internet address: <http://in-tendhost.co.uk/hampshire>

VI.5. Date of dispatch of this notice

25.9.2013