

**CENTRAL AREA COUNCIL**

**DRAFT PROCUREMENT STRATEGY SYNOPSIS**

**A SERVICE FOR CHILDREN & YOUNG PEOPLE AGED 8-12 YEARS**

Within the overall context of Barnsley's "Early Help and Prevention" approach, Central Area Council wants to commission a Provider to develop and deliver a service for a 3 year period, which offers community based opportunities and activities to build the emotional resilience and wellbeing of children/young people aged 8-14 years old living in the five wards that make up the Central Area. This should include increasing the confidence, self-esteem, attitudes and aspirations of the children/young people involved.

The specific aims and objectives of the service are:-

- To build the emotional resilience and wellbeing of children and young people aged 8-14 years.
- To support the prevention of children and young people developing mental health issues
- Respond to recent findings about the relationship between subjective wellbeing and mental ill-health
- Support children/young people through the transition from primary to secondary education
- Work closely with local schools to help encourage those children and young people who need it most, to access the service.
- Provide exciting and stimulating out of school interventions/activities in community settings that will encourage belonging, learning, coping and build the core self of children/young people.
- Provide informal support to young people as part of their transition from primary to secondary school
- Involvement of a diverse range of children/young people in determining the activities to be provided.
- Ensure that a diverse range of young people are encouraged to participate
- Inspire young people to become more confident and esteemed individuals.
- Enable young people to take ownership and make positive life choices.
- Complement existing service provision for this age group in the area.

- Encourage and facilitate youth social action activity and projects
- Highlight and celebrate achievements
- Link with other Central Area Council procured services, to support the over-arching aims of area governance shown above.

The social value objectives are:

- Provision of local skills development, work experience placements and apprentice opportunities.
- Employment and training opportunities within the locality.
- Collaboration with local Voluntary Community Organisations and Community Groups.
- Increase adult and young people volunteering opportunities in the local community.
- Recruitment and deployment of adult and young people volunteers.
- Development of strong community networks, community self-help and resilience.
- Local spend/use of local supply chains/sub-contracting locally.

### **Procurement strategy/method**

The method of procurement for the new service will be competitive tenders using the open tender route. The activities underpinning this method of procurement comprise:

- Draft specification, including Price & Quality Evaluation Methodology in order to award to the most economically advantageous tender
- Placing of tender advertisement (**envisaged early November 2016**)
- Tender Return and Evaluation
- Tender Report and Approval to Award
- Standstill Period and Feedback (10 Days)
- Tender Award (Letter-of-Intent)
- Completion of Signed Contract (**envisaged early-mid January 2016**)

## **Procurement team**

The Procurement/Tender Evaluation Team will be supported by Glyn Stephenson, BMBC Commissioning and Procurement lead, and will be made up of a team of individuals from the following key areas: -

- Central Area Council Manager
- Technical Support- TYS
- Elected member representative
- Youth Council representative

## **Provider selection and tender evaluation process**

The evaluation process will seek to obtain the most economically advantageous tender following a Price Quality Evaluation in the ratio of **20:80** in favour of quality. This ratio has been calculated from analysing the aims and objectives of the procurement.

*The following process will be followed for the quality evaluation: -*

- Tender quality submissions will be evaluated by the Procurement team and the top 3 providers will be invited to interview
- All members of the Procurement/Tender Evaluation Team will evaluate and score submissions, and all elements of the submissions will be evaluated.
- Specialist areas of the submissions, such as finance, will be distributed to relevant specialist support officers within the Council.
- Records will be maintained throughout the process that provide justification for actions/decisions taken and are fully auditable. Electronic scoring sheets (Excel) will be utilised for all stages.
- Scores for each evaluator will be logged separately, together with detailed comments, and signed/dated by the relevant evaluator. Scores will be averaged for the panel, not arrived at by consensus.
- Unsuccessful tenderers will be de-briefed.

*The following process will be followed for the price evaluation: -*

- Tender prices will be separately evaluated as part of the tender evaluation.
- Individual priced components will be summarised into a total tender figure for the whole of the service and arithmetically checked.
- One hundred marks will be awarded to the lowest acceptable tender bid. For all other submissions, one mark will be deducted for each percentage point by which the submission exceeds the lowest.

### The Quality Evaluation Criteria:

The tender quality evaluation will focus on the below criteria in order to test provider quality credentials in these specific areas. Some of the criteria are for information only and some are PASS/FAIL criteria. The remaining criteria will be individually awarded a score according to the standard of information provided by the applicant.

<b><u>Tender Quality Evaluation Criteria</u></b>	<b><u>Weighting</u></b>
1. Organisational Information	Info Only
2. Financial Information	PASS/FAIL
3. Health & Safety	PASS/FAIL
4. Safeguarding	PASS/FAIL
<b>Tender Responses</b>	<b>Total -70%</b>
5. Technical Capacity:- <ul style="list-style-type: none"><li>- Proposed methodology for delivering the service</li><li>- CV's of persons delivering the service</li><li>- Outcomes – Proposed Evaluation Methodology</li><li>- Targets and Supporting Evidence for Outputs</li><li>- Quality Assurance/Accreditations</li><li>- Customer Care</li></ul>	40%
6. Contract Management Information:- <ul style="list-style-type: none"><li>- Financial, Budget and Change Management/Reporting</li></ul>	10%
7. Social Value:- <ul style="list-style-type: none"><li>- Proposed Methodology for achieving skills development/work experience/employment and training opportunities locally</li><li>- Description of volunteering opportunities</li><li>- VCO Supply Chain</li></ul>	20%
8. Interviews	30%
	100%