



RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16

DELEGATED OFFICER DECISION TAKEN BY: Director for Adult Services and Prevention
PORTFOLIO AREA: Health and Adult Social Care

DATE: 8th October 2019

SUBJECT: Helping People to stay Happy Healthy and Well Contract:

Award of contracts following completion of tender activity

1. DECISION

Following the decision of the Executive Board on 13 June 2019 to undertake a tender activity in respect of a range of Voluntary, Community and Faith Sector services, approval is sought to award contracts for the delivery of newly specified services to those organisations identified as being successful through the tender. Lots are as follows:

- **Support to Adult Carers:** recommendation to award contract to Blackburn with Darwen Carers Service.
- **Support to Young Carers:** recommendation to award contract to Child Action North West (CANW).

2. REASON FOR DECISION

The tender activity commenced on Wednesday 24th July 2019 and was advertised widely to the market through the Official Journal of the European Union (OJEU); Contracts Finder and the CHEST portal.

There were 2 stages in the tender process:

Stage 1: Suitability Assessment

11 providers completed a suitability assessment questionnaire. The submissions were evaluated by selection of officers to ensure a mix of professional skills using pre-determined selection criteria (covering Financial Information / Grounds for Exclusion / Technical & Professional ability / Insurance / Health and Safety / Equal Opportunities / Environmental Management).

Tenders that achieved a 'pass' in the pass/fail sections of the ITT were progressed to stage 2. All 11 providers were put through to the next tender stage.

Stage 2: Invitation to Tender Stage (ITT)

Organisations were required to achieve a 'pass' in relation to 'Budgetary / Pricing Framework'. If a pass was achieved a full evaluation was undertaken based on the criteria set out in the specification and invitation to tender documents.

The tenders were assessed by a panel and the questions scored. On both tenders, we sought further clarification and have given providers the opportunity to ensure that their submissions have been fully understood. In the case of the tender for the Support to Adult Carers two other providers were also brought in for clarifications.

Detailed feedback will be given to the successful and unsuccessful tenderers via a range of media including written and face to face discussion.

Recommendations for Award

Support to Adult Carers: recommendation to award contract to Carers Service.

Support to Young Carers: recommendation to award contract to Child Action North West (CANW).

3. BACKGROUND

As contracts expire, this provision has been reviewed by funding partners and stakeholders to ensure that provision is cost effective and that new service specifications are aligned to the council and NHS strategic objectives and priorities. In order to address the proposed outcomes defined in the new specifications, officers developed proposals through the Joint Commissioning Recommendations Group (JCRG) and recommendations to review the budget available, infrastructure delivery and procurement route was approved by the Executive Board on 13 June 2019.

The tender process allowed organisations to bid on single or multiple lots.

The tender incorporated information to ensure that any organisation successful in being awarded this business adheres to and evidences that they can provide services to the quality standard expected by the Authority.

Financial and Policy implications were sighted and discussed within the Executive Board Report and there are no changes or implications arising as a result of this report.

4. OPTIONS CONSIDERED AND REJECTED

The overall cost of the contract warranted the use of a full tender exercise which has now been completed.

5. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

VERSION: 1

CONTACT OFFICER: Mike Banks

DATE:	08/10/2019
BACKGROUND DOCUMENTS:	Tender specification and invitation to tender documents. Executive Board Report 13 June 2019

Signed:



Director Sayyed Osman

Date:08.10.2019