

APPENDIX A

Tender Evaluation Report

Supported Living Provision (Eliot Court)
DN704935

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1. Management Summary

Contract: Learning Disabilities Supported Living provision located at Eliot Court, Parmin Way, Taunton, TA1 2FH

Eliot Court is a development of 12 self-contained flats, built specifically for adults with learning disabilities in 2018. It has operated as supported living accommodation with LiveWest as the specialist supported housing landlord.

Supported Living is a type of care that is regulated by the Care Quality Commission that separates housing and care. Under this model an individual has a tenancy with a landlord (in this case LiveWest) and there is a care provider based on site to provide shared care on a continuous basis. If an individual is assessed as requiring additional care that is over and above this, then this is commissioned separately, either from the provider of the shared hours or a different provider. Somerset Council has nomination rights for all flats at Eliot Court and these, and all individual hours, are made on the basis of assessed eligible needs and are subject to the Adult Social Care authorisation process

The incumbent care provider is Mencap.

Following a Non-key Decision approval dated **13.12.2023**; the decision was taken to go out to tender using the Open Procedure.

2. Procurement Process

This procurement was carried out in accordance with the authority's Contract Procedure Rules and Standing Orders, Public Contracts Regulations 2015 and Treaty principles.

Suppliers were invited to submit a response to the Invitation to Tender (ITT) through the e-Tendering System. The Procurement Documents were published on **10.01.2024**.

Bid responses were received by the closing date of **29.01.2024 (5pm)** as follows:

- **24** Bidders responded.
- **9** Bidders submitted a compliant Bid.
- Bids were evaluated in accordance with the criteria set out in the Procurement Documents and set out in section 2.1 below.

The Commercial and Procurement Team conducted the initial compliance checks. **2** bidders were eliminated at Selection stage due to Technical and professional ability.

2.1. Evaluation Methodology

Bids were evaluated in accordance with the evaluation criteria set out within the Procurement Documents. Weightings and scores are contained within the Confidential Appendix B



Evaluation criteria breakdown	Means of evaluation	
	Sub criteria	Main criteria
Quality		
Implementation	20%	40%
Building relationships and promoting independence	20%	
Choice and control	20%	
Quality monitoring	20%	
Safeguarding	20%	
Price		50%
Total Cost for Year 1	100%	
Social Value		
4.6 - Procurement Document F Social Value Calculator	50%	10%
4.7 Social Value Commitment	50%	

2.2. Quality

The quality questions were scored and evaluated in accordance with the published criteria.

The quality element of the Tenders were evaluated by a panel of officers and moderated by staff from the Commercial and Procurement Team at Somerset Council (see Confidential Appendix B for the list of evaluators and moderators). Each evaluation panel member scored each Bid on an individual basis and prior to the moderation meeting.

Moderated scores are available in Confidential Appendix B, including the recommended award decision.

2.3. Pricing

Pricing was assessed based on the total tender price for the **Services** included by bidders within the Pricing Schedule. The tendered prices are available in Confidential Appendix B, including the proposed award decision.

2.4. Social Value

The qualitative score for social value was evaluated as per section 2.2 and moderated by Commercial and Procurement.

The value score for social value was calculated by the Commercial and Procurement team in accordance with the published criteria.

Moderated scores are available in Confidential Appendix B, including the proposed award decision.

3. Contractual Position

The Contract will be under the standard SC Service or other Terms and Conditions. There is a clause within the Contract which allows termination by giving notice in writing to the supplier with six months' notice. For any extension to the Contract, discussions with the Supplier will be conducted sufficiently far in advance of the Contract expiry date to arrive at an agreed position.

As part of the bid response, Bidders were invited to offer specific measurable Social Value commitments in addition to the stated requirements of the specification. Delivery of these commitments will be monitored as part of contract management.

This is subject to approval of a Key Decision to award supported by this evaluation report.

3.1. Proposed Term

The awarded Contract will be for an initial term of **60 months**. The contract will commence on **01.04.2024** and will continue up to the initial term which will expire on **31.03.2029**. An up to 60 months contract extension option is available which would take the contract to **31.03.3034**.

3.2. Service Levels and Contract Management

Service levels will be monitored as part of Contract Management and the contract will be managed to ensure that the service meets expectations and to identify further opportunities for cost and service improvement.

4. Risk and Mitigation

Risk: Legal challenge following the outcome of the tender process.

Mitigation: Adherence to the Public Contracts Regulations 2015, Somerset Council's own Contract Procedure Rules and Standing Orders and the Treaty Principles of Transparency, Non-discrimination and Equal Treatment.

5. Next Steps

- Suppliers to be informed of the decision by Commercial and Procurement Team: **21.02.2024**
- Standstill period: this will end on **04.03.2024**
- Contract Mobilisation/ Implementation **05.03.2024 – 31.03.2024**
- Contract awarded **05.03.2023**

End of Report