

APPENDIX A

Tender Evaluation Report

Dementia Residential Block Bed(s) in Somerset
EPRO100037

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Appendix A - Evaluation Report



1. Management Summary

Tender name: Dementia Residential Block Bed(s) in Somerset

Brief description: Dementia residential services in Somerset are determined by the assessed outcomes following a Care Act Assessment and commissioned by Somerset Council. Providers of these services must adhere to the standards set forth by regulatory bodies and ensure compliance with the Care Quality Commission (CQC) standards for regulated care for people living with Dementia.

Scope: Somerset wide

Incumbent providers: Various

Current value: £5,000,000 per annum

End date of current contract: 02.02.2025

Following a Non-Key Decision approval dated **05.07.2024**; the decision was taken to go out to tender using the Open Process.

2. Procurement Process

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

Suppliers were invited to submit a response to the Invitation to Tender (ITT) through the e-Tendering System. The Procurement Documents were published on **05.08.2024**.

Bid responses were received by the closing date of **30.08.2024** as follows:

- **8** Bidders responded.
- All 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.

2.1. 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

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 not assessed. Care and Support will be commissioned at Somerset Council's published care home rate which is updated each April.

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 Terms and Conditions. There is a clause within the Contract which allows termination by giving notice in writing to the supplier with 6 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 **03.02.2025** and will continue up to the initial term which will expire on **02.02.2030**. An, up to, 60 month contract extension option is available which would take the contract to **02.02.2035**.

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: Challenge to the outcome of the procurement process

Mitigation: Adherence to the Public Contracts Regulations (2015), Somerset Council's Contract Standing Orders and the principles of transparency, equal treatment and non-discrimination.

5. Next Steps

- Suppliers to be informed of the decision by Commercial and Procurement Team **07.11.2024**
- Standstill period **08.11.2024 – 18.11.2024**
- Contract Mobilisation/ Implementation **19.11.2024 – 02.02.2025**
- Contract start date **03.02.2025**

End of Report