



**Strategic Procurement Group
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Private and Confidential

Date: 26 July 2021

Dear,

CONTRACT:

**PROVISION OF COMMUNITY OPPORTUNITY SERVICES
(the Framework Agreement")**

CONTRACT REF: HCC2012603

Re: NOTIFICATION OF CONTRACT AWARD DECISION

Thank you for submitting a tender for the aforementioned Framework Agreement.

Following detailed evaluation by the Evaluation Panel, I am pleased to inform you that, Hertfordshire County Council ("the Council") proposes to accept your tender together with attached list of providers in relation to the proposed Framework Agreement.

In accordance with the procurement documents, the Council have chosen to implement a standstill period of ten days before it concludes the Framework Agreement (when sending this notification electronically). Therefore, the contract award decision is provisional and subject to the outcome of any challenge that may be made during this standstill period. The standstill period for this Framework Agreement

will commence from the day after the date of this notification and will conclude at midnight at the end of **Thursday 5 August 2021**.

Please note that before the Framework Agreement is completed, the Council will not be liable for any costs (or any other commitment you may enter into) as a result of your organisation taking part in this competition. Once the Framework Agreement has been completed any liabilities of the Council including any costs payable to your organisation will only be strictly as set out in the Framework Agreement.

Tender Evaluation Process

As indicated in the tender documents and in particular the Instructions to Tenderers document, tender submissions were evaluated against the pre-determined award criteria and evaluation methodology (detailed below for ease of reference): -

Evaluation Criteria	Tier 1	Tier 2	Element Maximum Points	Bid Form
Mandatory Requirements (Pass/Fail)				
Stage 1 - Qualification				
Bidding Model			Non-Scored	Bid Form 1
Organisation Details – (ref. Q1 – Q22)			Non-Scored	Bid Form 2
Exclusion Grounds			Pass/Fail	Bid Form 3
Bona Fide Tender Form			Pass/Fail	Bid Form 4
Non Collusive Tendering Certificate			Pass/Fail	Bid Form 5
Stage 2 - Selection				
Stage 2A - Economic & Financial Standing				
Economic and Financial Standing			Pass/Fail	Bid Form 6
Other Financial Information (Prompt Payment Discount)			Non-Scored	Bid Form 7
Other Financial Information (General Information)			Non-Scored	
Insurance			Pass/Fail	Bid Form 8
Stage 2B - Technical & Professional Ability				
Data Protection			Pass/Fail	Bid Form 9
CRC or DBS Compliance			Pass/Fail	Bid Form 10
Modern Slavery Act			Pass/Fail	Bid Form 11
Price Ceiling			Pass/Fail	Bid Form 12
Online Referral System			Pass/Fail	Bid Form 13
Submission of actual service delivery information			Pass/Fail	Bid Form 14
Stage 3 – Award (Award Criteria)				
Stage 3A - Price (Non Scored)				
Schedule of Rates			Non-Scored	Bid Form 15
Framework Categories			Non-Scored	Bid Form 16
Stage 3B - Quality	100%			
Service Delivery		25%	4	Bid Form 17
Demonstrating Outcomes		20%	4	Bid Form 18
Staffing and Resources		20%	4	Bid Form 19
Service User Involvement and Co-Production		20%	4	Bid Form 20
Carer/Family Involvement and Co-production		15%	4	Bid Form 21

Please note that the total weighted scores and respective points achieved by your organisation have been provided within **Appendix 1 - Tender Evaluation Matrix**.

We will write to you again following conclusion of the Standstill Period.

Yours sincerely,

Chris Notley

Chris Notley
Procurement Officer
Strategic Procurement Group
For and on behalf of Hertfordshire County Council

APPENDIX 1 – TENDER EVALUATION MATRIX

TENDERER'S NAME: Living Plus Care Services

MANDATORY REQUIREMENTS (Pass/Fail)

Stage 1 - Qualification

Bid Form No.	Bid Form	Mandatory (P/F)	Assessment	Assessor/s	Assessor Comments
Bid Form 1	Bidding Model	Non Scored	Completed	GB - CCAD	New start up company
Bid Form 2	Organisational Details (Q1- Q22)	Non Scored	Completed	GB - CCAD	
Bid Form 3	Exclusion Grounds	Pass/Fail	Pass	GB - CCAD	
Bid Form 4	Bona Fide Tender Form	Pass/Fail	Pass	GB - CCAD	
Bid Form 5	Non Collusive Tendering Certificate	Pass/Fail	Pass	GB - CCAD	

Stage 2 - Selection

Stage 2A - Economic & Financial Standing

Bid Form No.	Bid Form	Mandatory (P/F)	Assessment	Assessor/s	Assessor Comments
Bid Form 6	Economic and Financial Standing	Pass/Fail	Pass	AM - Finance	
Bid Form 7	Other Financial Information	Pass/Fail	Pass	GB - CCAD	
Bid Form 8	Insurance	Pass/Fail	Pass	GB - CCAD	

Stage 2B - Technical & Professional Ability

Bid Form 9	Data Protection	Pass/Fail	Pass	GB - CCAD	
Bid Form 10	CRC or DBS Compliance	Pass/Fail	Pass	GB - CCAD	
Bid Form 11	Modern Slavery Act	Pass/Fail	Pass	GB - CCAD	
Bid Form 12	Price Ceiling	Pass/Fail	Pass	GB - CCAD	
Bid Form 13	Online Referral System	Pass/Fail	Pass	GB - CCAD	
Bid Form 14	Submission of actual service delivery information	Pass/Fail	Pass	GB - CCAD	

Stage 3 - Award

Bid Form No.	Bid Form	Max. Element Points Available	Points Scored	Tier 1 Weighting %	Tier 2 Weighting %	Actual Weighted Score(s)	Tier 1 Weighted Score(s)	Assessor/s	Reasons For Your Score
Price 0%									
Bid Form 15	Schedule of rates	Non Scored	Completed					GB - CCAD	
Bid Form 16	Framework Categories	Non Scored	Completed					GB - CCAD	
Quality 100%				100%		56.25			
Bid Form 17	Service Delivery	4	3		25%	18.75		Panel	The response meets criteria satisfactorily
Bid Form 18	Demonstrating Outcomes	4	2		20%	10.00		Panel	Falls slightly short - the response addressed key points but lacked details
Bid Form 19	Staffing and Resources	4	3		20%	15.00		Panel	Most criteria addressed and evidenced in response, but not fully
Bid Form 20	Service User Involvement and Co-Production	4	1		20%	5.00		Panel	Falls significantly short of meeting requirements - A general response that lacks detail
Bid Form 21	Carer/Family Involvement and Co-Production	4	2		15%	7.50		Panel	Response covers all points however focus is on service user - would have liked more detail around carers
Total % Av.				100%	Total Weighted Score (%) =		56.25		