



To: Procurement Sub Committee

On: 18 May 2016

Report by:

**Joint Report
by
The Chief Executive and the Chief Officer Renfrewshire Health & Social Care
Partnership**

Heading:

Contract Authorisation Report

**Provision of Telehealthcare Services for a period of 1 year plus 1 option
year commencing 2 August 2016**

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Procurement Sub-Committee to award the Contract for the Provision of Telehealthcare Services for a period of 1 year plus 1 optional extension year commencing 2 August 2016.
- 1.2 The requirement was tendered in accordance with the below EU Threshold Open Procedure for Services and the Council's Standing Orders Relating to Contracts. However the tendered value submitted is in excess of the EU threshold and therefore the requirements for above EU Service contracts will be applied.
- 1.3 A contract Strategy was approved by the Strategic Commercial and Procurement Manager and the Service Manager (Care at Home) Renfrewshire Health and Social Care Partnership on 7 April 2016.

2. Recommendations

2.1 It is recommended that the Procurement Sub-Committee authorise:

- (a) the Head of Corporate Governance to award a Contract to Hanover (Scotland) Housing Association Limited (Financial Services Authority Registration number 1983 RS), Contract Reference RC1507_4460 itt_9274.
- (b) the anticipated spend, based on the tendered Rate and the estimated usage, including the maximum option period, will be £213,408 excluding VAT.
- (c) The Contract will commence on 2 August 2016 for an initial period of 1 year with the option to extend the Contract for a maximum period of 1 year, such option to be taken up at the Council's sole discretion.

3. Background

- 3.1 Following development of a strategy for renewal in partnership with Renfrewshire Health and Social Care Partnership, an open tender was advertised on Public Contracts Scotland on 22 January 2016. The tender process followed the open tender procedure in accordance with the Council's Standing Orders Relating to Contracts.
- 3.2 Thirty organisations accessed the Invitation to Tender, however only one completed tender was returned by the tender deadline of 1 March 2016, from Hanover (Scotland) Housing Association Limited (Financial Services Authority Registration number 1983 RS).
- 3.3 The tender received was evaluated by representatives from the Corporate Procurement Unit, Renfrewshire Health and Social Care Partnership, Corporate Risk and Health and Safety using a two-stage process of pre-determined Bid Selection and award criteria. The tender submitted successfully passed the Stage One Bid Selection and Stage 2 evaluation as per table 1 below:

The scores relative to the Award Criteria of 60% Quality and 40% Price are as follows:

	Price (%)	Quality (%)	Total (%)
Hanover (Scotland) Housing Association Limited (Financial Services Authority Registration number 1983 RS)	40%	59.4%	99.4%

- 3.4 Post tender negotiations achieved a reduction of approximately 8% in the original tendered rate offered by Hanover (Scotland) Housing Association Limited, (Financial Services Authority Registration number 1983 RS) and the rate will remain fixed during the period of the Contract including the option period.
- 3.5 The services provided by Hanover (Scotland) Housing Association Limited (Financial Services Authority Registration number 1983 RS), will benefit the community by creating employment opportunities and two additional staff will be engaged as a result of this Contract award.
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Implications of the Report

1. **Financial** – The financial implications are noted at paragraph 2.1 of this Report and will be met from Renfrewshire Health and Social Care Partnership resources for Adult Services. The financial status of the recommended Provider was assessed and satisfied the Council's requirements.
2. **HR & Organisational Development** – None
3. **Community Planning** – see details of proposed Community Benefits at paragraph 3.5 above.
4. **Legal** – The tendering procedures for the establishment of this Contract were in accordance with Renfrewshire Council's Standing orders Relating to Contracts and the requirements of the Public Contracts (Scotland) Regulations 2012, as amended.
5. **Property Assets** - None
6. **Information Technology** – None
7. **Equality & Human Rights** – The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – the submission received was assessed by Renfrewshire Council's Health and Safety Officers. The recommended Provider's Health and Safety policy and procedures is considered to meet the necessary requirements.

9. **Procurement** – As detailed in the report, the procurement procedures outlined within this report ensure that the Council meets its statutory requirements in respect of the EU regulatory requirements, the Council Standing Orders Relating to Contracts and the Council's Financial Regulations.
 10. **Risk** – A number of Key Risks have been identified in the Contract Strategy and appropriate actions have been and will be implemented to prevent these arising or to mitigate their impact.
 11. **Privacy Impact** – Service Users' individual rights to privacy will be fully respected and the successful tenderer has confirmed acceptance of all terms and responsibilities.
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List of background papers None

Author : Bridget Lambert, Strategic Commercial Category Manager
Tel : 0141 618 6073