

## Tender opportunity for the provision of services in the London Borough of Richmond upon Thames

The Education, Children's and Cultural Services Directorate on behalf of the borough's Single Quindrat Commissioning Board (SQCB) is undertaking an open tendering round in order to procure twelve services to support children and young people across 4 distinct delivery areas.

Three services for the provision of Early Years Services for Young Children and their families

EY01/04-12	<b>Father's Involvement</b> to support fathers to gain confidence in parenting and support a child's development and emotional and physical wellbeing.
EY08/04-12	<b>Parenting Support programmes</b> to target parents and improve parenting skills of parents with children under 5 who have been identified with or at real risk of developing conduct disorders
EY02/04-12	<b>Family support services</b> to work within the home environment with parents of children under 5 to prevent crisis and breakdown by improving the quality of family life.

Seven services to provide short break opportunities to disabled children/children with additional needs and their families

SB02/04-12	<b>Weekend, evening and school holiday short break schemes</b> for disabled children aged 4 to 17, eligible to be on the disability register.
SB03/04-12	<b>Volunteering for work scheme to support disabled young people (14-17)</b> to gain voluntary work at weekends and in school holidays.
SB04/04-12	<b>Disabled Children's Information Service</b> – to provide information and brokerage to families of disabled children to help source short breaks and other support. To produce a directory and associated literature for parents about the local disability service. (Providers can tender to deliver one or both strands of this service.)
SB05/04-12	<b>Information Resources for families or children with disabilities.</b> To publicise and administer the short breaks grants programme for eligible children on the borough's disability register.
SB06/04-12	<b>Sibling Carers support and short breaks service.</b> To take referrals of sibling carers and provide initial one to one support and to assist the sibling carer to access additional support and social activities.
SB07/04-12	<b>Disabled children (5 years and under) specialist day care.</b> To provide care for Richmond resident pre-school children with high or complex health needs who are difficult to place within mainstream settings.
SB09/04-12	<b>Specialist Sitting service for families with disabled children.</b> To provide a sitting service to families of disabled children so parents can benefit from a short break. The service will link appropriately skilled and trained sitters to care for disabled children within the family home.

A reducing risk taking behaviour programme for young people

RB01/04-12	<p><b>Reducing Risk-Taking Behaviours</b></p> <p>To provide an advice and support to young people through a designated one stop shop service, providing support/information/signposting addressing issues such as risky sexual behaviour, experimentation/misuse of drugs/alcohol, boredom, risk of homelessness, emotional health, personal and social skills etc</p> <p>Outreach work to community settings, providing support/early intervention, addressing risk factors and reducing exposure to risky behaviours through education, support, early intervention and signposting to further support</p>
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A mental health service to children, young people and their families

EWMH/01/04-12	<b>Primary Mental Health Worker.</b> To strengthen the Tier 1 & 2 CAMHS provision through building capacity in relation to intervention for children's mental health needs and to provide a direct service to children, young people and their families in an accessible environment.
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The contracts to provide these services will run for between 12 month and 24 months with an option for a further 2 periods of 12 months (up to 4 years maximum) depending upon the service. All services will commence from April 2012.

### **Tender Process**

This will be an open tender Invitation to Tender (ITT) . The tender documents will be sent to those organisations who submit an expressing of interest. The ITT will include detailed specifications for each service, and full instructions on how to submit your tender, and raise questions in advance of the tender return date.

Applicants will be required to demonstrate innovation, excellent use of resources and complimentary approaches to engage with the multi agency teams already working with children and young people in the borough. Only Applicants with a proven track record of delivering similar services within a public sector context need apply.

We are looking for applicant organisations to explain how they can ensure equal and appropriate access to services for diverse client groups; this will include being able to understand and meet diverse needs and tackling barriers to equality of access.

### **Existing and new services**

Please note that for the majority of these services there are incumbent providers, so interested organisations are advised that TUPE regulations may apply.

### **Draft Tender Timetable (you will be notified of any change to this timetable)**

Invitation to Tender Issued	02 November 2011
Deadline for expression of interest	21 November 2011
Deadline for clarification questions from Tenderers	21 November 2011
Deadline for Tender Responses	30 November 2011
Evaluation of Tenders	1 December 2011 to 4 January 2012
Tender Clarification meetings	
• Reducing Risk Taking Behaviours	14 <sup>th</sup> Dec 2011
• Primary Mental Health Workers	16 <sup>th</sup> Dec 2011
Contract outcome notification	6 January 2012
Mandatory Standstill Period Ends	16 January 2012
Contract Award	17 January 2012
Transition Period	18 January to 31 March 2012
Service start date	1 <sup>st</sup> April 2012

### **How to Express Your Interest**

To express interest in this opportunity and receive an invitation to tender pack please contact the council by email [eccs.procurement@lbrut.org.uk](mailto:eccs.procurement@lbrut.org.uk) by the expression of interest deadline. You may express interest for any or all of the services listed above. Applications made after the deadline date will not be considered.