

Pre-Procurement Market Engagement - Update

PREVENTION & EARLY INTERVENTION (PEI) SERVICES

London Tenders Portal Reference Number: DN661847

Additional pre-procurement Market Engagement

June 2024

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Appendix 1 – Draft Lot Specifications (see separate PDF documents)

Appendix 2 – Follow Up Market Engagement Questionnaire (see separate MS Word document)

Appendix 3 – Relevant Information from Market Engagement 2023 (see separate PDF documents)

1. Introduction

This additional phase of market engagement updates the market on the Council's current position, its outline requirements, and indicative timescales for the future Prevention and Early Intervention Services (PEI). Therefore, the Council can now provide copies of its draft service specifications, aligned to their respective Lots and envisaged budgets.

This round of engagement will allow the Council to capture any other remaining feedback from the market prior to finalising its requirements and recommending a procurement strategy for internal decision making and approvals.

2. Instructions

Please read this documentation and if you feel that your organisation can contribute to this additional phase of market engagement, you can complete the Follow Up Market Engagement Questionnaire (**Appendix 2 refers**), returning this via the London Tenders Portal/LTP (www.londontenders.org) in accordance with section 6 of this document.

Please Note: This is pre-procurement market engagement and not a call for competition nor is it a pre-qualification exercise.

This additional phase of market engagement follows on from an earlier phase of engagement which took place in November 2023. Relevant information from that phase has been provided within **Appendix 3**.

3. Service Background

Most of the current prevention and early intervention services are being provided under contractual arrangements made 7 or more years. There have been immense changes since then in terms of legislative requirements and demographic composition. The Council is keen that the service models associated with the current specification needs to be adapted in line with the changes in legislative requirements and the borough's demography, diversity, and service gaps.

The Council also aimed to find solutions that the market currently or potentially offers, along with the types of innovation or areas of best practice that are being developed and could meet current requirements and/or make improvements to current ways of working and business processes.

In November 2023, the Council undertook an early-stage pre-procurement market engagement to gather preliminary market views with the aim to support its plan to re-shape and remodel the service in a way it fulfils its prevention and early intervention objectives.

The market engagement took place, via:

- a) a face-to-face / in-person market engagement event on 29 November 2023
- b) a virtual market engagement event on 30 November 2023
- c) submission of a Soft Market Test (SMT) Questionnaire

In addition to the Market Engagement involving service providers, views of residents or service users, professionals and partner organisations have been sought in the process of developing the draft service specifications.

The views from service providers during this first pre-procurement Market Engagement has helped the Council in redesigning and re-modelling the future PEI services and the draft service specifications.

4. Draft Service Specifications and Lots

Based on the analysis of stakeholders' views (internal and external), the Council is proposing to divide the Services into the following five (5) Lots.

Therefore, individual draft service (Lot) specifications have been written for each Lot, (Appendix 1 refers) – with the Lots summarised below.

Lot Number	Lot Title
1	Supporting Independence through Information & Advice, Digital Inclusion & Assistive Technology (Outcome 1)
2	Supporting Independence through Advocacy & Inclusion (Outcome 2)
3	Supporting Independence and Inclusion through early intervention (Outcome 3)
4	Home from Hospital, Supporting Recovery & Maintaining Independence (Outcome 4)
5	Supporting Unpaid Carers (Outcome 5)

Note, the draft requirements for the Services can be found at **Appendix 1**.

5. Next Steps

Undertake this additional market engagement to:

- provide an update to the market on the Council's progress to date and next steps
- inform the market of the draft service requirements against their corresponding / envisaged Lots (Appendix 1 refers) – resulting from the first-round of market engagement and its review
- understand current market interest in participating in the future procurement for the delivery of the re-configured PEI Services and gauge potential interest from the market relative to the respective services / Lots
- assist the Council in planning a successful procurement process

Subsequently, following the completion of market engagement and internal governance, the Council will aim to launch the forthcoming procurement process through the Council's

e-tendering system (London Tenders portal) and the UK Government’s procurement websites (Find Tender/FTS and Contract Finder) in accordance with the indicative timetable in Section 7.

6. Follow Up Market Engagement Questionnaire

To engage with this phase of market engagement, the Council invites organisations to complete the Follow Up Market Engagement Questionnaire (**Appendix 2**) and return via the London Tenders Portal/LTP (www.londontenders.org) by **12:00 Noon on 17 July 2024**.

7. Indicative Timescales

An indicative timetable is summarised below:

Action	Date(s) / Timeframe(s)
Additional phase of Pre-procurement Market Engagement	June to July 2024
Council publishes a second Prior Information Notice on the Find a Tender service and on the Contracts Finder portals	25 June 2024
Receipt of Follow Up ME Questionnaires (12:00 Noon)	17 July 2024
Follow-Up Market Engagement phase concludes	July 2024
Procurement process launches	Autumn 2024
Time for bidders to prepare and submit written bids / tenders	4 to 5 weeks

Note: This timetable is indicative only. Whilst the Council does not intend to depart from the timetable, it reserves the right to do so at any time.

8. Disclaimer

The information in this document and the related appendices is solely for the purpose of the Council’s pre-procurement market engagement follow up feedback, and no representation, warranty, or undertaking is given by the Council as to its accuracy or completeness, and the Council accepts no liability in relation to this.

No information contained in the documents or in any communication made between the Council and any organisation in connection with its pre-procurement market engagement follow up feedback shall be relied upon as constituting a contract, agreement or representation that any contract shall be awarded.

The Council reserves the right, at its discretion to:

- a) change this document and/or the procedure for the pre-procurement market engagement; and
- b) proceed, or not, with a subsequent procurement.

The Council will not treat as confidential, any information submitted in response to this process, and respondents should note that the Council is subject to the requirements under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 and may be obliged to disclose responses where necessary.