

**The London Borough of Croydon invites suitable expressions of interest and applications from Providers of Innovative Respite and short break options for All Age Disability (Physical Disability and Learning Disability)**

**The requirement**

The London Borough of Croydon are inviting expressions of interest from providers who wish to work strategically with Commissioners and people with a range of disabilities who live in Croydon and who have assessed needs around respite and short breaks.

**Rationale**

A review (2016) of the respite and short breaks provision in Croydon and more recent consultations under the “Walk in our shoes” <https://www.croydon.gov.uk/sites/default/files/articles/downloads/WalkinourShoes.pdf> – has identified that the short breaks opportunities and market are under developed in Croydon for people aged 18+ .

Croydon council are committed to developing the market and are looking for positive examples of meaningful breaks for people with a learning disability and their carers with support delivery in the community ideally within Croydon and the surrounds i.e. within SWL and Surrey. This may include but is not limited to the list below:

1. Community Hub models
2. Provision of Overnight/Weekend Breaks including “hotel” model
3. Provision of Full Week/s activities
4. Evening Breaks
5. Care at a Residential Facility
6. Care at Family Home
7. Supported Holiday Break
8. Active community Outreach/in reach

We would like you to provide 2 sides of A4 outlining what you feel you could offer people in Croydon **now i.e. within two months** and in the future.

**How to apply**

If you wish to apply to be considered to work with us, please follow the steps below:

* Register your company on the London Portal free of charge via the link below: <https://www.londontenders.org/procontract/supplier.nsf/frm_home?openForm>.
* Await acceptance. You will receive an email confirming your username and password
* Use your username and password to log into the London Portal and register your interest in the relevant opportunity.
* Shortly after you have registered your interest, you will receive a second email containing a link to access the response page.
* Please upload your 2 page document as an attachments in the messaging area of the response and ensure you submit before the deadline.
* From the home page, click 'my activities' from the blue bar across the top.
* On this screen, select the buying organisation advertising on the left-hand side and click 'update', this should bring back the tender needed.
* Click into the tender and on the right-hand side will be a link to 'view messages'. Click this link.
* On the left-hand side of the screen will be options for 'read', 'unread' and 'flagged'. Please ensure these boxes are ticked and then click 'update'.
* This should bring back all messages including any that have been sent by yourselves

Deadlines

* The deadline for returning your application is: 12:00:00 noon on 10th August 2018.
* Late applications will not be accepted.

**Additional information**

\* We reserve the right to make any contract available to partners and other public sector and/or voluntary organisations.

\* In keeping with Croydon’s commitment to sustainability, please **DO NOT** include any publicity material with your submissions.

\* Croydon Council aims to provide equality of opportunity and welcomes applicants from black and minority ethnic communities and disabled groups. In addition the council actively seeks to use small to medium enterprises (SME) as part of its sustainability policy.

\* Please include the contract number (731/2018) of this process when communicating with the Council.

\* Please direct any communication about this opportunity via the [www.londontenders.org](http://www.londontenders.org) portal.

\* The Council reserves the right to hold clarification interviews/site visits with applicants.