

COVER INSTRUCTION

GENERAL REQUIREMENTS

Cambridgeshire County Council provides County-wide services to all its citizens, has numerous statutory responsibilities, including in respect of the provision of education, and supports blue light services, the health sector, charities and other Local Authorities.

The Council's strategic vision is to create a greener, fairer and more caring county, through focusing on five priorities:

1. Environment and sustainability
2. Health and Care
3. Places and communities
4. Children and Young People
5. Transport

Please see [Vision for Cambridgeshire](#)

Cambridgeshire County Council are hosting a High Impact User (HIU) service, supporting individuals who are frequent attenders at Emergency Departments at Addenbrookes, Hinchingsbrooke and Peterborough City Hospitals. We are looking to procure clinical support in the form of a Clinical Lead for the programme, through an individual or small team (maximum 4) The Clinical Lead will be a registered clinician with significant experience working in community-based settings or services, and/or with people who have complex health and social needs. They will use their clinical expertise to support delivery of the High Impact Use Programme, and to ensure robust clinical governance is in place, that pathways and processes are effective and to support the HIU Operational Team (Tier 1) to work effectively in a complex system. They will have local knowledge and or experience in HIU Service Support. They must have current Clinical Registration.

The Clinical Lead will also use their leadership role to encourage system changes based on learning from this approach such as gaps in service use, current gaps in care and support, or opportunities for better coordination of care and support.

This service is not a medical or clinical service, but the HIU Operational Team will be supported by the Clinical Lead to work safely and effectively in partnership with a wide range of clinicians and professionals.

The Council's detailed requirements are defined in the requirement quote accompanying this cover sheet.

Please take care in reading this document in particular the Specification; in the event of any questions or queries in relation to this Request for Quotation (RFQ), please contact the buyer via the method stated below:

- Email: communities@cambridgeshire.gov.uk

The Council reserves the right to:

- carry out due diligence checks on the awarded provider;

1. amend the conditions of Contract
2. abandon the procurement process at any stage without any liability to the Council; and or
3. require the potential bidder to clarify its quotation in writing and if the potential bidder fails to respond satisfactorily, this may result in the potential bidder not being selected.

PROCUREMENT TIMETABLE

Issue of Quote: - 5th August 2024

Clarification deadline: 12th August 2021

Deadline for quote: 17:00 19th August 2024

Your quote should be sent to : communities@cambridgeshire.gov.uk

EVALUATION OF QUOTATIONS

Any bids not compliant or completed fully will be discarded. Based on the information provided by organisations, each compliant submission will be evaluated based on the following criteria:

Evaluation Method 1: Minimum Quality Standard. 100% Price

Bidders must complete Part A and pass all pass questions in PART B in order to be considered.

Bids not meeting the minimum standards may be discarded.

Price will make up 100% of the evaluation.

Where a question requires a detailed response other than a Yes/No, Bidders' responses to each question will be scored out of a maximum of ten (10) marks as per the table below:

Score	Commentary
0	Very weak or no answer
2	Poor
4	Satisfactory
6	Good
8	Very good
10	Exceptional

The evaluators will score using the marks as described above, with **NO ODD** marks being used.

All responses need to score four (4) or higher to pass. A score two (2) or less it will be marked a fail.

Bidders being scored a fail against the pass/fail question(s) may result in your bid being rejected in its entirety.