

Portal Contract Reference:

Internal Contract Reference: CS 5386

Contract Title: Short Breaks: Holiday, Weekend and After School Short Breaks

Expressions of interest start date: 15/11/2018

Return of tenders/bids end date: 20/12/2018 Noon

Initial Contract Duration: 2 years

Extensions: 1 year

Estimated Contract Value (including extensions): £1,056,000 (£352,000 per annum)

Description:

This is a contract for the provision of day time holiday, weekend and after school short breaks for children and young people with disabilities. The short breaks will enable and support children and young people with a disability to live ordinary family lives, to have fun, try new activities, gain independence and make friends. The service will also provide families with a short break from their caring responsibilities.

Children and young people will be eligible for the service if they are aged between **5 and 18** and they have one of the following conditions:

- **Autistic Spectrum Disorder (ASD) and severe learning difficulties**
- **Complex health needs, including those with physical and/or learning disabilities, those who require palliative care (continuing care) and those with associated sensory impairments. Complex health needs includes children and young people with profound and multiple learning difficulties and complex and severe medical needs who may also have additional physical and/or sensory impairment.**

Referrals shall come from the Council's Short Breaks Co-ordinator.

The contract includes 3 Lots:

- **Lot 1:** Holiday schemes lead for children and young people with Autistic Spectrum Disorder (ASD)
- **Lot 2:** Holiday scheme lead for children and young people with complex medical needs
- **Lot 3:** Saturday and after school clubs

Tenderers are invited to apply for one, two or all of the Lots.

For each Lot, the Service Provider will have a block contract with the Council to provide an agreed number of places, and will have the capacity to offer additional places on a spot purchase basis. The block contract with the Council will not in itself guarantee any particular level of spot purchasing to be transacted with the Service Provider, as this will be based on families' choice as to what short break they would like to access.

We've allocated the following estimated budgets for each Lot:

- **Lot 1:** Up to £75,000 per annum for block and an estimated £81,000 per annum for spot purchasing
- **Lot 2:** Up to £45,000 per annum for block and an estimated £55,000 per annum for spot purchasing
- **Lot 3:** Up to £48,000 per annum for block and an estimated £48,000 per annum for spot purchasing.

The Service Provider shall support the development of person centered approaches and at all times be focused on the outcomes of the service user. The Service Provider shall improve the outcomes for disabled children, young people and their families, by:

- extending disabled children's horizons by enabling them to have new experiences which are matched to their assessed needs, helping them to develop new skills and exercise choice, utilising the range of resources across the borough and surrounding areas to enhance their experiences
- supporting and strengthening families by giving them a break from their caring responsibilities
- offering age-appropriate, enjoyable and stimulating activities of the child or young person's choice in a safe setting
- supporting children to develop their social and emotional skills to enhance their ability to establish and maintain positive friendships and other one-to-one and group relationships outside their home
- building disabled children and young people's personal resilience so they can successfully deal with all life experiences and transitions
- supporting disabled children and young people to develop their confidence and to have increased aspirations
- supporting children to develop independence skills, positive self- identity and mutual respect and empathy.

Additional Information:

The London Borough of Tower Hamlets (LBTH) is seeking expressions of interest from interested organisations for the above services and / or goods.

Organisations wishing to express their interest are requested to **register** on the London Tenders Portal (www.londontenders.org) where the opportunity documentation will be available for download. You will be required to complete an online questionnaire.

Organisations must ensure that access to the system is available to their representatives dealing with the contract and that this contact is updated as and when required.

The council will not be liable for the lack of delegated access within the organisation and will not send any documentation regarding the opportunity, which shall be exclusively available through the portal.

Suppliers are responsible for allowing sufficient time to submit their Application. The Council accepts no liability whatsoever for tenders that are not submitted due to internet connectivity issues, transmission delays or errors.

Council is an Equal Opportunities Employer and a supporter of Ethical Governance, our protocol can be found [HERE](#) Or via <http://www.towerhamlets.gov.uk/>

If you require any further information prior to submit and expression of interest please contact the Council via email procurement@towerhamlets.gov.uk quoting the contract internal reference number.