



**DYNAMIC PURCHASING VEHICLE FOR THE PROVISION OF A VIOLENCE REDUCTION PROGRAMME IN  
THE LONDON BOROUGH OF WALTHAM FOREST**

**FOR THE PERIOD:**

**13<sup>th</sup> AUGUST 2024 TO 12<sup>th</sup> AUGUST 2027**

The Council of the London Borough of Waltham Forest (“the Authority”) is seeking Tenders from suitably experienced and qualified organisations for the Dynamic Purchasing Vehicle for the Provision of a Violence Reduction Programme in the London Borough of Waltham Forest (“the DPV”).

The DPV shall commence on 13<sup>th</sup> August 2024 and, shall continue up to and including 12<sup>th</sup> August 2027.

The Authority is seeking to appoint multiple providers who can deliver good quality, safe, efficient Violence Reduction Programmes. The DPV is split into the following Lots: -

**Lot 1: Community Mobilisation**

A programme of training and coordination to enable local people to engage with serious violence issues in their community.

**Lot 2: Community Mentoring**

A programme focused on mentoring young people 15 to 25 in community settings. Training of local community members to act as mentors.

**Lot 3: Detached and Outreach**

To undertake intensive work to engage and support young people in hotspot locations.

**Lot 4: Gender Mainstreaming**

To facilitate training, capacity building, case consultation and critical review services and embed a gender responsive service delivery across all programme areas.

**Lot 5: Parents Champion**

Tackling exclusion in schools and supporting parents and their children through parental peer support, parents network activities to support children and families.

## **Lot 6: Stop and Search Advocacy**

A programme delivering training to new recruit police officers (and other professionals) to help them understand the impact of stop and search on young people. Providing workshops/assemblies to young people to make them aware of their rights and responsibilities in relation to a stop and search and how to conduct themselves in a safe and constructive manner.

## **Lot 7: Embedded Emergency Department Violence Reduction Workers**

Provision of a team of support workers in emergency department of Whipps Cross hospital taking referrals where young people present with serious injury or trauma. Reachable moment. Offer support, advocacy, referral to another agency.

## **Lot 8: Reducing Exclusion Through Sport Activities**

Reducing Exclusion Through Sport Activities – using sport to engage young people and divert from negative activities. Improve school attendance, reduce offending, improve access to education and training.

Tenderers can apply for one or any number of lots.

### **Dynamic Purchasing Vehicle Evaluation Criteria:**

Organisations shall be experienced in providing similar services and shall also be required, as part of their Tender, to complete a Selection Questionnaire containing information about their economic and financial standing, technical capability and other general information. This information will be assessed to establish that the organisation is financially viable and technically capable of undertaking a service of the nature covered by the DPV. Also, as a pre-condition to their Tenders being evaluated, organisations will have to satisfy the mandatory and discretionary grounds for exclusion contained in the Selection Questionnaire.

The Authority carries out financial appraisals of all organisations that Tender for the Authority's contracts to ensure that such organisations satisfy the Authority's minimum standards of economic and financial standing. In this instance the Authority has set the following financial threshold for the Contract:

For organisations with an annual turnover of £25,000 or less a statement of cashflow forecast for the current year will be required. In addition, a letter will need to be provided from the bank outlining the current cash and credit position of the organisation.

All organisations with an annual turnover above £25,000 will be financially assessed as described in Appendix 3: SQ Explanatory Document that forms part of the Invitation to Tender documentation.

The Authority retains discretion to exclude any organisation that fails to meet this standard.

Subject to satisfying the requirements of the Selection Questionnaire, appointment to the DPV shall be based on the most economically advantageous Tenders received from those organisations that submit a Tender. Such Tenders shall be evaluated in accordance with the following Evaluation Criteria: -

- Quality 100%

A full breakdown of the Evaluation Criteria is contained in the Tender Documents.

### **Award of Call-Off Contracts:**

Organisations are advised that whilst it is the intention of the Authority to utilise the DPV as the primary source of services, the Authority reserves the right to obtain the service from alternative sources should this represent best value. Further, appointment of an organisation to the DPV does not guarantee any minimum level of income for the organisation or that the organisation will be awarded any Call-Off Contract during the DPV Period. All Call-Off Contracts shall be awarded in accordance with the procedures detailed in the Tender Documents the Specification and the Conditions of Contract.

Organisations shall be aware that any Call-Off Contract awarded prior to the expiration of the DPV may continue beyond the expiration of the DPV Period. In such circumstances the organisation will be bound by the terms of the DPV and the Call-Off Contract, including but not limited to with regard to the price for the Call-Off Contract, until such time as the Call-Off Contract expires or is terminated by the Authority.

As part of the flexibility allowed under the Public Contract Regulations 2015, Regulations 74 to 76 "light touch", the Authority reserves the right to re-open the Dynamic Purching Vehicle throughout its duration.

A Find a Tender Contract Notice reference: 2024/s 000-018548 in respect of this DPV was dispatched on Monday 17<sup>th</sup> June 2024.

### **Contract Documents:**

The Contract Documents comprise of the following:

- Conditions of Contract;
- Specification;
- Invitation to Tender Document

Any organisation that considers it has the expertise to be appointed to the DPV can obtain the DPV Documents in accordance with the instructions below:-

- Register your organisation free of charge at [www.londontenders.org](http://www.londontenders.org);
- Await acceptance: you will receive an e-mail confirming your username and password for the London Tenders Portal;
- Use your username and password to log in to the London Tenders Portal and express your interest in the Contract;
- After you have expressed an interest you will receive an e-mail link to access the Contract Documents;

### **All Tenders must be submitted via the London Tenders Portal.**

All Tenders shall be submitted in accordance with the Invitation to Tender Instructions and must be submitted by no later than **12:00 Noon (12.00 pm) on Monday 22<sup>nd</sup> July 2024.**