

**TENDER FOR SHORT BREAK OVERNIGHT, SESSIONAL RESPITE AND OUTREACH SUPPORT SERVICES**

Wokingham Borough Council is pleased to announce that it is inviting tenders for the provision of:

* Overnight respite
* Afternoon and evening sessionalrespite and
* Outreach support

The aim of the service is to provide high quality, short break respite and outreach support to vulnerable adults aged 18 and over with a learning disability to enable them to continue to live in their own homes and to support their carers to continue in their caring role.

The service will also contribute to reducing social isolation and increase opportunities for community access for the people using the services and their carers.

The tender is for a combined service to be delivered by the same provider. It is not being offered in lots.

Overnight and sessional respite will be provided at Loddon Court, Wokingham Road, Wokingham. Prospective bidders wishing to view the premises should contact Sandra Macleod at the address below.

Those wishing to tender should have demonstrable evidence of:

* Experience of providing respite and support services for adults with a learning disability
* Experience of running an overnight provision
* The ability to meet the requirements of the service specification
* Ability to work flexibly to deliver the services especially where demand may be variable
* Evidence of delivering services in a person centred way and maximising customer and carer involvement in service delivery.
* Robust recruitment process to ensure the service is provided by high quality well trained staff
* Internal monitoring and continuous improvement process to ensure and sustain a high quality service

The Service will be delivered under a three year contract, held with Wokingham Borough Council, with the opportunity of a year on year extension for a further two years, subject to satisfactory performance, funding availability and mutual agreement of the parties. The service contract is expected to commence on 1st May 2018.

The Council intends to award the contract based on the most economically advantageous tender. The award criteria that will be used, ranked in order of significance are:

Price - 50%

Method Statement - 35%

Presentation - 15%

The 5 year contract price is estimated to be £4,500,000.
As shown above, this figure includes services purchased via direct payments.

The Council has no control over the number of hours purchased using direct payments but this element has been included to illustrate the anticipated overall scope of the service utilisation/funding. WBC is not currently aware of any circumstances that might cause the magnitude of the future demand to differ significantly from that indicated above.

Using the indicative figures listed above, the potential 5-year contract value is:

£1.9 million – overnight respite

£77,000 – sessional respite

£2.5 million – outreach support

The Council reserves the right not to accept the lowest, or any tender, submitted.

**How to apply**

To download a copy of the tender documents please visit:

* [Contracts Finder website](http://www.contractsfinder.service.gov.uk/search).
* OJEU website
* Wokingham Borough Council website

The deadline for submission of tenders is 12.00 on 8th December 2017. Responses received after this time will be disregarded.

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