Market Consultation & Request for Information

For Children and Young People Mental Health Early Intervention Hubs

Project: C201453

Version Number: 1

Date: 17/08/2023

#

1. **introduction**
	1. This information note and accompanying information is being made publicly available to any organisations which are interested in providing Children and Young People Mental Health (CYPMH) Early Intervention Hubs Services.
	2. For avoidance of doubt **THIS IS NOT** a call for competition.

This is a market consultation. The purpose is to advise suppliers of the forthcoming Department of Health and Social Care (DHSC) procurement and seek feedback from potential bidders and existing providers of MHCYP hubs that may inform the final specifications and/or procurement approach to the services.

* 1. This builds on a commitment to engage with the market, by sharing information and seeking input from the market to enable us to develop the final requirements and tender documentation in a fair and transparent manner. This exercise is to ensure that all tenderers have a clear understanding of the Department’s requirement and help reduce the number of questions that may be raised in the Tender Period.
	2. This exercise aims also to gain further understanding of the existing provision for MHCYP therefore,some of the questions will be just for information and will not affect the requirements or procurement approach.

# Background

* 1. The Department for Health and Social Care (DHSC) have secured funding to commission Contractors to deliver new or expand existing innovative mental health/wellbeing interventions to young people in England with a focus on early intervention and bringing together a range of different support in the community.
	2. This DHSC is seeking to appoint competent Contractors for the delivery of the services from January 2024 to April 2025.
1. **requirements**
	1. DHSC is seeking feedback on the Specifications (Attachment 1) to deliver services that cover:
* Deliver or, if you are already delivering, enhance your offering on early intervention mental health support and support for ‘non-health’ issues that affect mental health, such as physical health, employment and/or housing.
* Provide non-economic activities, meaning that they are delivered to service users free of charge.
* Provide services to children and young people within the age range of 11-25 years old.
* Accept self-referrals.
* Improve the visibility of the service within the community by utilising appropriate communication channels.
* Be able to deliver a comprehensive set of interventions, with the goal of reaching 500-1,000. If you are already delivering services, this will be in addition to your existing offer.
* Collect outcome measures, including measures of mental health and/or wellbeing, employment and education outcomes, and some demographic information for the purposes of evaluation. These measures will need to be collected from the CYP before and after receiving the interventions and will be shared centrally. We will provide Contractors with guidance on what measures will be required and how to collect these.
* Provide an accessible and inclusive service that leads to positive customer experience.
* Participate in, and find children and young people to participate in, research interviews, forums, networks, and/or groups to share valuable insights and lessons learned from service delivery that allow evaluation of effectiveness and impact of services.
* Prior to the delivery of services, complete a delivery plan that must include workforce and communications plan, as well as show that data sharing agreements are in place to facilitate delivery / central evaluation as needed.
1. **procurement approach**
	1. It is anticipated that the procurement will be conducted using an open procedure under the light touch regime where any suitable supplier capable of delivering the services can submit a proposal for consideration.
	2. Suppliers will need to demonstrate the following[[1]](#footnote-2):
* Strong understanding of factors impacting the mental well-being of children and young individuals.
* Proficiency in engaging with individuals within the age range of 11-25 years old.
* Capable of recruiting and deploying suitably skilled and qualified personnel to implement the services by April 2024.
* Ability to create, maintain, and enhance efficient reporting and monitoring tools to facilitate thorough evaluation of services.
* Willingness to actively participating in research interviews, forums, networks, and groups to share valuable insights and lessons learned from service delivery.
1. **market consultation-questionnaire return**
	* 1. This questionnaire forms part of the market engagement activity to support this procurement
		2. The purpose of this questionnaire is to explore the market reaction to the proposed service. We hope to identify critical success factors and potential barriers in order to inform the formal procurement process. To maximise the success of this subsequent procurement process we request that suppliers are open and honest in their responses and provide as much detail as possible.
		3. Participation in this Market Consultation is voluntary. It is not required to provide an answer to every question if particular questions are not relevant.
		4. The Department wishes to encourage participation at this stage in order to ensure a wide number of responses. The market engagement processes described above do not form part of the formal procurement process. When the formal procurement process commences any supplier interested will need to express interest to join the competition and all supplier bids will be evaluated on the same basis.
		5. The completed questionnaire should be returned via email ccsinbox@dhsc.gov.uk quoting **‘CYPMH Hubs’** no later than **4th September 2023, 5pm**
		6. The Freedom of Information Act 2000 (FOIA) applies to the Department. You should be aware of the Department 's obligations and responsibilities under the FOIA to disclose, on written request, recorded information held. Information provided by you in connection with this procurement exercise, or with any Contract that may be awarded as a result of this exercise, may therefore have to be disclosed in response to such a request, unless the Department decides that one of the statutory exemptions under the FOIA applies. The Department may also include certain information in the publication scheme which it maintains under the FOIA.
		7. In certain circumstances, and in accordance with the Code of Practice issued under section 45 of the FOIA or the Environmental Information Regulations 2004, the Department may consider it appropriate to ask you for your views as to the release of any information before a decision on how to respond to a request is made. In dealing with requests for information under the FOIA, the Department must comply with a strict timetable and the Department would, therefore, expect a timely response to any consultation within two working days.
		8. You may provide information which is confidential in nature and which you may wish to be held in confidence. You must give a clear indication which type of material is to be considered confidential and why it is considered to be so, along with the time period for which it will remain confidential in nature. The use of blanket protective markings such as "commercial in confidence" will no longer be appropriate. In addition, marking any material as confidential or equivalent should not be taken to mean that the Department accepts any duty of confidentiality by virtue of such marking. Please note that even where you have indicated that information is confidential the Department may be required to disclose it under the FOIA if a request is received.
		9. The Department cannot accept that trivial information or information which by its very nature cannot be regarded as confidential should be subject to any obligation of confidence.
		10. In certain circumstances where information has not been provided in confidence, the Department may still wish to consult with you about the application of any other exemption such as that relating to disclosure that will prejudice the commercial interests of any party.
		11. The decision as to which information will be disclosed is reserved to the Department notwithstanding any consultation with you.
		12. Whilst the Department expects to proceed to procurement in due course, there is no obligation to do so as a consequence of this early market engagement activity.
		13. The publication of any documents at this stage is intended to provide potential bidders with the opportunity to view and comment on a draft specification for the requirement. The Department does not intend to be bound by any information at this stage. The Department makes no commitment to accept recommendations or suggestions. Once published, the Invitation to Tender will contain the final requirements in relation to this service. All previous versions, including any documents published at this stage should be disregarded.
		14. The Department of Health and Social Care (The Department) will make the final decision on the content of the Invitation to Tender documentation having considered feedback.
		15. The ITT will be released to the market in line with the timetable proposed although the procurement timetable has not been finalised at this stage and we reserve the right to make amendments as necessary.
		16. The ITT will include the final specification, pricing schedule, evaluation criteria and terms and conditions. TUPE may also apply to this contract and this information will only be released after the tenderer has signed a confidentiality agreement.
		17. The ITT process will include the publication of
* A Find a Tender Contract notice; and
* Contracts Finder notice
* Publication of all ITT documents

Regards,

**Corporate and Clinical Services, Commercial Lifecycle**

**Commercial Directorate, Department of Health & Social Care**

**39 Victoria Street, London, SW1H 0EU**

**Name of Supplier:**

1. **section A: gauging the level of interest**
	1. What features of the proposed specification are of particular interest to you as a supplier and why?
	2. Are there any features of the service that are of concern to you and why? How might these be addressed?
	3. What challenges or risks might there be in the delivery of the services as specified?
	4. Is your organisation considering submitting a tender (or participating in a collaborative response) for this framework? If not, is there any reason why? Could the Department take any steps to encourage greater participation?
2. **section B:** **SPECIFICATIONS/REQUIREMENTS**
	1. Does the draft specification provide you with a clear understanding of the Service being procured? Is it structured in a clear and straightforward way? Would you require any additional information?
	2. We have included priority KPIs in the specification. These may be developed further prior to tender release. Do you consider the KPIs appropriate? If not, provide reasons. Can you recommend further quality outcome based KPIs that might be relevant to this service?
	3. Do you have any concerns regarding the payment structure in the specifications? If so, what are your concerns and how we can address them.
	4. Do you consider a problem the request to collect data that help us measure the outcomes, including measures of mental health and/or wellbeing and employment or level of education before and after receiving the intervention? Do you foresee any problems with sharing this data centrally for the purposes of evaluation? if so, provide reasons.
	5. Are there any additional data measures that you believe would be valuable to collect in order to evaluate the service? Please specify.
	6. The service includes the need of appointed contractors to participate in in research interviews, forums, networks, and/or groups to share valuable insights and lessons learned from service delivery that allow evaluation of effectiveness and impact of services. Contractors may also be asked to source children and young people to participate in research activities. Do you consider this an issue?
	7. Do you foresee any ethical/safeguarding barriers to delivering the new intervention?
3. **SECTION C: COMMERCIAL APPROACH**

**Procurement Process**

The Authority intends to carry out an Open Procedure under the Light-Touch Regime (LTR) Chapter 3, Section 7, Regulations 74 to 77 of PCR 2015.

* 1. The timetable for the procurement is set out below:[[2]](#footnote-3)

|  |  |
| --- | --- |
| **Event** | **Completed by** |
| ITT issued to Tenderers | 22/09/2023 |
| Closing date for submission of Tenderers’ questions | 16/10/2023 |
| Answers to Tenderers’ questions circulated to all Tenderers by  | 20/10/2023 |
| **Closing date for receipt of Tenders**  | **27/10/2023** |
| Evaluation period including internal approvals (on or around)  | 29/11/2023 |
| Standstill period completed  | 12/12/2023 |
| Anticipated Contract Signature Date  | 01/12/2023 |

* 1. Do you think that the timetable is feasible? If no, provide reasons and what could be changed to facilitate wider participation.
	2. What do you think will be the implementation time for this contract? Do you foresee any issues with for example recruitment to go live in April 2024 if the contract is awarded beginning of January?. If so, what can we do to minimise risks.

**Budget**

* 1. The DHSC has been granted a total of £3,720,000 (incl. VAT). It is the intention to award 10 contracts or more for the delivery of the service. The maximum value a contract will be awarded for is £372,000 (incl.VAT). These figures may be subject to VAT.
	2. Suppliers will be able to submit a bid for up to the maximum cap of £372,000. The evaluation of the bid will be done on a ‘price per quality’ (PQP) basis. This means that the Tender Price will be divided by the Quality to give us a PQP result. The lower 'price per quality' the result is, the superior value the bid will be considered to offer. When two suppliers have the same PQP result, the one with the highest quality score will rank first. Example below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Supplier Number | Quality weighted score out of 100% |  Price submitted by suppliers |  Price (£,000) Price/1000  | PQP (2 decimal points) Price/Quality | Ranking |
| 1 | 90 |  350,000.00  |  350.00 | 3.89  | 1.00  |
| 8 | 93 |  365,000.00  |  365.00 | 3.92 | 2.00  |
| 9 | 79 |  329,000.00  |  329.00 | 4.16  | 3.00  |
| 12 | 75 |  325,000.00  |  325.00 | 4.33  | 4.00  |
| 15 | 80 |  350,000.00  |  350.00  | 4.38  | 5.00  |
| 4 | 85 |  372,000.00  | 372.00  | 4.38  | 6.00  |
| 6 | 82 |  372,000.00  | 372.00  | 4.54  | 7.00  |
| 13 | 80 |  370,000.00  | 370.00  | 4.63  |  8.00  |
| 5 | 75 |  350,000.00  |  350.00  | 4.67  | 9.00  |
| 7 | 79 |  372,000.00  | 372.00  | 4.71  | 10.00  |
| 3 | 68 |  340,000.00  | 340.00  | 5.00  | 11.00  |
| 2 | 70 |  372,000.00  | 372.00  | 5.31  | 12.00  |
| 11 | 60 |  350,000.00  | 350.00  | 5.83  | 13.00  |
| 14 | 55 |  325,000.00  | 325.00  | 5.91  | 14.00  |
| 10 | 55 |  372,000.00  |  372.00  | 6.76  | 15.00  |
|  | Total value of bids |  3,542,000.00  |  |  |  |
|  | Remaining Funding |  178,000.00  | We reserve the right to award additional contracts up to the maximum budget available or propose contract variations to expand the model proposed. |

* 1. Do you think that the maximum value of £372,000 (incl.VAT) is reasonable for the delivery of the requirements as set out in the specification? If not, please give reasons.
	2. Do you think that the ‘price per quality’ assessment is a fair way to assess the tenders? If not, please provide reasons

1. **SECTION E: CRITICAL SUCCESS FACTORS**
	1. What are the key critical success factors for the service? What are the major barriers to success? How might these be overcome?
2. **ADDITIONAL REQUEST FOR INFOMATION**

## If you have any other comment or questions to raise in regards to this procurement, please list them below. We will endeavour to answer all the questions before the deadline for questionnaire submission. In any event, Q&A raised during this event will be issued at tender stage.

## **FURTHER REQUEST FOR INFORMATION**

## The information requested at this stage is solely intended to gain insights into existing services and will not have any impact on or influence the procurement process. However, providing this information will assist us in better understanding the current provisions in place.

## **About you**

## Would you be interested in bidding for some of this funding or are you responding because of a general interest?

## What services do you already deliver, and do you have links to other services, e.g., local schools etc?

## Do you deliver any services or programmes that target a CYP from a particular background/group, e.g. NEET, care leavers, LGBTQ+, ethnic minorities, economic deprivation, autism/SEND, etc?

## Where are you located and what is your geographic footprint, e.g. what is the size of the area you serve? Do you operate on one or multiple sights?

## What’s your staff profile?

## How long have you been operating?

## What data and/or outcome measures do you already collect, if any, and what do you use the data for? We are particularly keen to understand what data is being collected with the aim of understanding shorter term outcomes or impact for evaluation purposes.

## If you collect data on outcome measures, how do you collect it? Specific details would be appreciated, e.g. what software or website you use. This may be Excel, but we are also interested in other types of software. We are asking because we are considering the best method for data collection, and it useful to know how hubs already collect data.

## **SIGNATORY**

Name of authorised representative in block letters:

Position:

For and on behalf of:

Date:

**(This should be completed by the Supplier or a partner or an authorised representative in his / her own name and on behalf of the company / organisation completing this questionnaire)**

**thank you for taking the time to complete this questionnaire**

1. This list of criteria for procurement is not exhaustive and should not be considered final [↑](#footnote-ref-2)
2. These are estimated times and are subject to changes at the discretion of the Authority. [↑](#footnote-ref-3)