

Dear provider,

Hope this finds you well,

Re. Request for expressions of interest for the “Ealing Specialist Navigator Service” - deadline Friday 20th March 2020

We are pleased to advise that we have received confirmation of grant funding under the Rough Sleeper Initiative for one-year, from April 2020 to 31st March 2021.

Due to the short-term nature of this funding and need to mobilise services very quickly, we have permission to follow a quicker contract procedure – apologies that this requires such a quick turnaround for providers and very much appreciate your consideration and ongoing support.

Invitation to Quote:

We’re writing to ask if you would like to submit an expression of interest to provide the Ealing Specialist Navigator Service.

Please find attached:

- **Service Specification**
- **01. Method Statement**
- **02. Pricing Schedule**
- **03. Form of Quotation**
- **LB Ealing Contract Terms and Conditions**

Summary:

We are commissioning a Specialist Navigator service to provide innovative and personalised support to people with complex needs and build integration and partnerships across services.

It is a new service in the borough.

The maximum price available for the full service is **£258,000** plus a personalisation budget of £20,000.

Quotations above this will not be considered.

Submissions & Closing date:

Please submit your expression of interest to Gill Reavey ReaveyG@ealing.gov.uk and roughsleeping@ealing.gov.uk by the closing date.

The closing date for submissions is **Friday 20th March 2020**. Quotations that arrive after the closing date will not be considered by the Council.

Please provide the following as part of your Expression of Interest:

- 1. Method Statement**
- 2. Pricing Schedule**
- 3. Form of Quotation**

Queries:

If you have any queries, please email roughsleeping@ealing.gov.uk by Monday 16th March 2020.

Supporting Information:

You are welcome to supply any supporting information that is relevant to your bid, we will be assessing quality and price (as set out below/attached).

Evaluation:

The Council is seeking the most economically advantageous quotation based on the criteria/weightings set out below.

The following criteria will be used to evaluate the Quotes:

- **Quality Assessment: 85%**
- **Value for money: 15%**

Total 100%

Quality Assessment 75%

Question	Title	Scoring Methodology /Weighting
	Method Statement	85 %
1.	Service Delivery	50%
2.	Mobilisation Plan	20%
3.	Management Information	5%
4.	Staff Training & Support	5%
5.	Social Value & London Living Wage	5%

Value for Money assessment – 25%

The scoring for the value for money assessment will be awarded from the available 25% weighting of this section.

This will be based on what you can provide for the total cost submitted in your pricing schedule.

Submissions for part delivery of the service:

We will consider expressions of interest in delivering part of the Service – either as a reduced service or with a later start date.

If you are quoting for part of the programme, please clearly provide details including anticipated outputs/outcomes.

This has also been published on Contracts Finder

We look forward to hearing from you,

Yours,

Elizabeth Ursell
Rough Sleeper Borough Coordinator