

## **FREEDOM OF INFORMATION ACT 2000**

Your request for information has now been considered and the Council's response to your questions is shown below.

### **You asked:**

**I understand that the Leicester City Council has awarded the contract for Healthwatch Leicester. Please can your department provide me with details of the procurement process including details of meetings attended by officers and details of organisations and values of any tenders details.**

Attached is a copy of the Official Journal of European Union Contract Notice. This explains the procurement process.

Attached is a copy of the Invitation to Tender document which was made available to all tenderers. This document details the Award Criteria for this tender.

In respect of this tender, the meetings attended by officers and details of organisations who attended are as follows:

19<sup>th</sup> November 2012, Information Session for Tenderers attended by officers and representatives from the following organisations:

- Leicester City Council
- NHS Clinical Commissioning Group
- NHS Leicester, Leicestershire and Rutland
- The Race Equality Centre
- Local Involvement Network (LINK)
- Carers Federation Limited
- The Fit for Work Team
- Voluntary Action Leicestershire

6<sup>th</sup> Decembers 2012, Session on Questions to the Chair of LINK attended by officers and representatives from the following organisations:

- Leicester City Council
- Carers Federation Limited
- Voluntary Action Leicestershire

28<sup>th</sup> December 2012, Tender Evaluation Session attended by officers and representatives from the following organisations:

- Leicester City Council
- NHS Clinical Commissioning Group
- The Race Equality Centre

The tender Evaluation outcome for this tender was as follows:

	PRICE	METHOD STATEMENT	TOTAL
PROVIDER	Maximum available 20%	Maximum available 80%	
Carers Federation Limited	17.77	57.90	75.67
Voluntary Action LeicesterShire	17.16	60.60	77.76

There was a third bidder who did not pass the qualifying stage in respect of their business questionnaire.

The value for this contract is estimated to be £234,432 per annum plus one-off start-up costs of £20,462 (approximately £1,194,000 for the contract period of five years).

The legislation allows you to use the information supplied for your own personal use. Please be aware that any commercial or other use, for example publication, sale, or redistribution may be a breach of copyright under the Copyright, Designs and Patents Act 1988 as amended unless you obtain the copyright holder's prior permission.

Not all the information that is supplied which is covered by copyright will be the Council's copyright, for example it may be the copyright of a government department or another Council. You should seek either the Council's consent or their consent as appropriate. The Council is willing to advise you of any such potential issues on request. In order to make a request to re-use the information please contact the Information Governance Manager using the details below.

If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager**  
**Information and Support**  
**Leicester City Council**  
**FREEPOST (LE985/33)**  
**New Walk Centre**  
**LEICESTER LE1 6ZG**  
e-mail: [info-requests@leicester.gov.uk](mailto:info-requests@leicester.gov.uk)

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

**Information Commissioner's Office**

**Wycliffe House**

**Water Lane**

**Wilmslow SK9 5AF**

**Telephone: 01625 545 700**

[www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.