Invitation to Participate

**Provision of a Fostering Agency Placements Flexible Agreement**

**Appendix 6 – Lot 1 Tier 1 Essential Criteria Quality Criteria Questionnaire**

|  |  |
| --- | --- |
| **Applicant**  | *Insert Applicant name* |

**Lot 1 Tier 1 Quality Criteria**

This Lot 1 Tier 1 Quality Criteria will enable the Authority to confirm the ability and technical capacity of Applicants that have responded to this Invitation to Participate.

Please refer to 'Appendix 8 – Application Evaluation Criteria' for guidance on how to respond to the questions and how they will each be evaluated.

All relevant questions must be answered. You must answer all the following questions required for the Lot(s) you are applying for immediately after each question, in the text box provided –not as a separate document, unless specifically requested within the wording of the question. Please see more details below to ensure you respond to the relevant questions.

**Please do not include attachments to answer questions**, **unless invited to do so.**

Any tables and spreadsheets will be included in the character count. Please see Section 5.6 Character Limits in the Invitation to Participate for further guidance.

Your responses to questions should not include any hyperlinks, embedded documents, appendices, or attached documents, unless the wording of the question specifically requests you to do so. If part or all of your response to a question is provided via any of those means, where the question does not specifically request you to do so, that information will not be evaluated as part of your Application.

Please ensure that any permitted attachments are clearly labelled with the name of your organisation and the name of the question number to which it applies.

If you have any doubt as to what is required or have difficulty in providing the information requested, please use the 'Online Discussion' section of the e-Tendering System.

Please do not exceed the character limit given for each question – any characters in excess of the character limit will be discounted i.e. only the characters up to the character limit will be evaluated by the evaluation panel.

Please indicate your character limit after each question.

**Please note that the Authority reserves the right to exclude any organisation at any stage of the procurement process if they fail to disclose or misrepresent information, which later emerges as information that would have had a material bearing on decisions relating to the procurement process.**

**Formatting**

Please return your Submission in a '.doc' or '.docx' or '.odt' format, and **not in '.pdf'** file format. Spreadsheets should be returned in an '.xls', '.xlsx', or '.ods' format.

The evaluation panel will consider and evaluate the answers to each question within the Submission. To preserve the consistency of responses, each question has a text box provided for Applicants to give their response. Applicants must provide the answer to each question in the text box provided. Where an Applicant includes what could be perceived as relevant response(s) to a question within the answer to another question, the evaluation panel will not take those response(s) into account in their scoring.

**Applicants are advised to include examples where possible, and evidence to strengthen your Submission.**

**Confidentiality**

Please identify within the box below any part of your Application you would like the Authority to regard as commercially sensitive and confidential:

|  |
| --- |
| Document title:Section number: |

**Please indicate below which Area Boundary/Boundaries to wish to apply for:**

Table 1: Lot 1 Tier 1

|  |  |  |  |
| --- | --- | --- | --- |
| Area A  | Blackburn with Darwen, Blackpool and Lancashire's Fostering Sufficiency Area  | Map 3 - Blackburn with Darwen, Blackpool and Lancashire *(BBL)* | **Y/N***(delete as appropriate)* |
| Area B  | Cumbria's Fostering Sufficiency Area | Map 2 - Blackburn with Darwen, Blackpool, Cumbria and Lancashire *(C)* | **Y/N***(delete as appropriate)* |

**Please Note: these quality questions form part of the Lot 1 Tier 1 evaluation and you must also complete all sections of Appendix 4 Selection Criteria Additional Information and Price Schedules.**

**Please refer to the ITP and Appendix 8 Application Evaluation Criteria for detail of how these questions will be evaluated as part of your Lot 1 Tier 1 Application.**

Please ensure you complete all the quality questions.

All questions are based on the Service Specifications relevant for this Lot

**Lot 1 Tier 1 Standard Foster Care**

**All Applicants must respond to all of the following questions.**

**You only need to complete this questionnaire once regardless of the Area(s) you are applying for.**

*You must tailor your response to this specific Lot and for the Area(s) you are applying for and use examples where possible.*

|  |
| --- |
| **Q1 Collaborative Working** Please describe how you will work more collaboratively with the Contracting Bodies. Include in your response how you will prioritise referral requests and increase the number of placements you provide for the Contracting Bodies children? *Please refer to Section 1; subsections 1.1,1.2 and 1.5, Section 2; subsections 2.1 and 2.4, Section 4 and Section 7 of the Service Specification.* This question will be scored out of 4 and carries a weighting of 35%.  |
| Please insert your response here:

|  |  |  |
| --- | --- | --- |
| ***Character Limit (including spaces)*** | *Characters included in any tables, flow charts, maps, process diagrams, pictures or spreadsheets* | *Total Character Count* |
| **9,000** |  |  |
| **Authority Check only** |  |  |

 |

|  |
| --- |
| **Q2 Social Value** Please describe how you will deliver Social Value throughout the duration of the Agreement. Within your answer you must demonstrate as a minimum: * How will you respond to the Contracting Bodies requirements regarding the recruitment of foster carers and the increased local usage of Foster Carers.
* The provision of apprenticeships, jobs or other work experience in your organisation, specifically for those who are under 25 and those who are care experienced.

**You must ensure you take into account the area(s) for which you are apply as indicated in table 1 above.***Please refer to Section 1; subsections 1.2 and 1.5, Section 3, Section 4; subsection 4.5, Section 5; subsection 5.1 and Section 7 of the Service Specification.* This question will be scored out of 4 and carries a weighting of 10%.  |
| Please insert your response here:

|  |  |  |
| --- | --- | --- |
| ***Character Limit (including spaces)*** | *Characters included in any tables, flow charts, maps, process diagrams, pictures or spreadsheets* | *Total Character Count* |
| **4,000** |  |  |
| **Authority Check only** |  |  |
| **The information provided in the box is for information only and will not be scored.****Please include how many Foster Carers you anticipate you could recruit within the first 12 months from of the Flexible Agreement commencement date to respond to the needs within each Area and the number of additional Foster Carers recruited on an ongoing annual basis, for the following 2 years.** (Please note that your response will be used to set the initial KPI 3 and will form part of the Service Contract, the numbers provided below should be annual recruitment figures and not cumulative.) |
|  | **First 12 months** | **Additional for Year Two**  | **Additional for Year Three** |
| **Area A**  | *Insert number here* | *Insert number here* | *Insert number here* |
| **Area B** | *Insert number here* | *Insert number here* | *Insert number here* |
| *For the avoidance of doubt, we acknowledge there is overlap with districts within each Area (A and B).* *Therefore, when counting Foster Carers take each Area Boundary in isolation, e.g. taking the first 12 months for this illustrative example:**If an Applicant is applying for both Area A and Area B:*Area A - Blackburn with Darwen, Blackpool and Lancashire's Fostering Sufficiency Area. This Applicant may have a first 12-month recruitment target of 5 Foster Carers across the districts covered in this area. Insert 5 in the Area A, first 12 months, box above.Area B - Cumbria's Fostering Sufficiency Area. This Applicant has a target of 5 Foster Carers as above in the Area A districts, but a target of an extra 3 Foster Carers in the Cumbria districts. Therefore, this Applicant would insert a number of 8 in the Area B, first 12 months, box above.  |

 |

|  |
| --- |
| **Q3 Care Planning and Review** **Young people have told us that having a plan that they understand and have contributed to is really important to them and is more likely to result in a stable placement.** Please describehow will you work collaboratively with the Contracting Bodies to support children and carers to maintain the fostering placement and achieve the outcomes specified in their care plan. Include in your response how you will involve children in the planning and review process.*Please refer to Section 1; subsections 1.3 and 1.4, Section 2, Section 4; subsections 4.1,4.2 and 4.3, Section 5; subsection 5.2 and Section 6 of the Service Specification.* This question will be scored out of 4 and carries a weighting of 15%.  |
| Please insert your response here:

|  |  |  |
| --- | --- | --- |
| ***Character Limit (including spaces)*** | *Characters included in any tables, flow charts, maps, process diagrams, pictures or spreadsheets* | *Total Character Count* |
| **4,000** |  |  |
| **Authority Check only** |  |  |

 |