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Contract

Employee Assistance Programme & Support Services

University of Leicester

F03: Contract award notice

Notice identifier: 2024/S 000-000207

Procurement identifier (OCID): ocds-h6vhtk-035f5a

Published 4 January 2024, 12:06pm

Section I: Contracting authority

I.1) Name and addresses

University of Leicester

University of Leicester, University Road

Leicester

LE1 7RH

Contact

Stewart Brewer

Email

sab88@le.ac.uk

Telephone

+44 1162525205

Country

United Kingdom

Region code

UKF21 - Leicester

Internet address(es)

Main address

<https://universityofleicester.delta-esourcing.com/>

Buyer's address

<https://le.ac.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Employee Assistance Programme & Support Services

Reference number

LUV01145

II.1.2) Main CPV code

- 85100000 - Health services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Leicester is seeking to appoint a provider of an Employee Assistance Programme including staff counselling and online support for a variety of circumstances. A more detailed description of requirements can be found in Section 3 of the Invitation to Tender (ITT). The successful tenderer will be expected to work with the Staff Health and Wellbeing Lead and the Occupational Health Team based at the University. The successful tenderer will be required to enter into a contractual arrangement and complete set up of the services no later than 31st January 2024. The contract term will be four years, with the option to extend for a further 24 months, subject to annual reviews. T

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £180,000

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

II.2.4) Description of the procurement

The University of Leicester is seeking to appoint a provider of an Employee Assistance Programme including staff counselling and online support for a variety of circumstances. A more detailed description of requirements can be found in Section 3 of the Invitation to Tender (ITT). The successful tenderer will be expected to work with the Staff Health and Wellbeing Lead and the Occupational Health Team based at the University. The successful tenderer will be required to enter into a contractual arrangement and complete set up of the services no later than 31st January 2024. The contract term will be four years, with the option to extend for a further 24 months, subject to annual reviews.

II.2.5) Award criteria

Quality criterion - Name: Criterion 1 - Service Delivery Requirements / Weighting: 55

Quality criterion - Name: Criterion 2 - Account Management / Weighting: 5

Quality criterion - Name: Criterion 3 - Management Information / Weighting: 10

Cost criterion - Name: Criterion 1 - Price / Weighting: 30

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

N/A

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-022757](#)

Section V. Award of contract

Contract No

LUV01145

Title

Employee Assistance Programme & Support Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

21 December 2023

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

PAM Wellbeing Ltd

Holly House,, 73 Sankey Street,

Warrington,

WA1 1SL

Email

salesenquiries@pamwellbeing.co.uk

Telephone

+44 1925976111

Country

United Kingdom

NUTS code

- UKD61 - Warrington

National registration number

7475231

Internet address

<https://pamwellbeing.co.uk/>

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £200,000

Total value of the contract/lot: £180,000

Section VI. Complementary information

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=833000385>

GO Reference: GO-202414-PRO-24899145

VI.4) Procedures for review

VI.4.1) Review body

University of Leicester

University Road

Leicester

LE1 7RH

Email

procurement@le.ac.uk

Telephone

+44 1162525205

Country

United Kingdom

Internet address

<https://le.ac.uk/>

VI.4.2) Body responsible for mediation procedures

University of Leicester

University Road

Leicester

LE1 7RH

Email

procurement@le.ac.uk

Telephone

+44 1162525205

Country

United Kingdom

Internet address

<https://le.ac.uk/>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In accordance with Regulations 86 and 87 of the Public Contracts Regulations 2015, the University will incorporate a 10 calendar days standstill period starting from the day information on the award of the contract was communicated to tenderers. The regulations provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

VI.4.4) Service from which information about the review procedure may be obtained

University of Leicester

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Leicester

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