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Tender

HR2103 - An Occupational Health Service & Staff Counselling and Wellbeing Helpline/ Employee Assistance Programme

Wiltshire Council

F02: Contract notice

Notice identifier: 2025/S 000-003406

Procurement identifier (OCID): ocids-h6vhtk-04dae0

Published 3 February 2025, 9:00am

Section I: Contracting authority

I.1) Name and addresses

Wiltshire Council

County Hall

Trowbridge

BA14 8JN

Contact

Mrs Su Matthews

Email

su.matthews@wiltshire.gov.uk

Telephone

+44 1225713445

Country

United Kingdom

Region code

UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

Internet address(es)

Main address

<http://www.wiltshire.gov.uk/>

Buyer's address

<http://www.wiltshire.gov.uk/>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://procontract.due-north.com/Advert/Index?advertId=77f58ba6-cadf-ef11-8133-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=77f58ba6-cadf-ef11-8133-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR2103 - An Occupational Health Service & Staff Counselling and Wellbeing Helpline/
Employee Assistance Programme

Reference number

DN761484

II.1.2) Main CPV code

- 85147000 - Company health services

II.1.3) Type of contract

Services

II.1.4) Short description

Wiltshire Council are looking to outsource our OH Service, to ensure that we have robust and effective OH services in place to support the health and wellbeing of staff so that they can deliver better performance, better productivity and better customer outcomes.

Whilst not an exhaustive list it is essential that any resultant service includes and provides a solution that encompasses each of the following: -

- a professional, accredited service (see section 4)
- increased ability to respond to fluctuating and diverse demand
- a more robust, flexible and resilient staffing model
- delivery of a cost-effective service model

We are keen to leverage the knowledge of a specialist organisation to support high performance delivered around the following principles:

- strong focus on a high-quality, clinically led, evidence-based service underpinned with robust clinical governance
- an equitable and accessible service

- approachable and receptive to both clients and employer
- focused on supporting improved organisational productivity
- working in partnership
- underpinned by innovation
- offering diversity and depth of specialisation

The Provider will need to support the council to address particular health and attendance issues, meet statutory obligations with regards to health surveillance, identify preventative measures that can be taken to minimise the overall risk of sickness absence and improve employee health and wellbeing in the workplace.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85147000 - Company health services
- 75122000 - Administrative healthcare services
- 98334000 - Wellness services
- 85312300 - Guidance and counselling services
- 85312320 - Counselling services

II.2.3) Place of performance

NUTS codes

- UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

II.2.4) Description of the procurement

Wiltshire Council are conducting an Open Procedure for the provision of An Occupational Health Service & Staff Counselling and Wellbeing Helpline/ Employee Assistance Programme

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

2 June 2025

End date

1 June 2030

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

5 March 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

5 February 2025

Local time

12:30pm

Place

Wiltshire Council - County Hall

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom