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Planning

Employee Assistance Programme

West Yorkshire Fire and Rescue Service

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-004584

Procurement identifier (OCID): ocds-h6vhtk-03a5b7

Published 15 February 2023, 8:43am

Section I: Contracting authority

I.1) Name and addresses

West Yorkshire Fire and Rescue Service

Oakroyd Hall, Bradford Road

Bradford

BD11 2DY

Email

wayne.robinson@westyorksfire.gov.uk

Country

United Kingdom

NUTS code

UKE4 - West Yorkshire

Internet address(es)

Main address

<https://www.westyorksfire.gov.uk/>

Buyer's address

<https://in-tendhost.co.uk/wyfrs.aspx/Home>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Employee Assistance Programme

Reference number

WYFRS5024

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

A brief, but non-exhaustive list of the key requirements are as follows: Provide a 24/7, 365 counselling service delivered by a range of methods, including face to face, telephone and e-counselling (incl CBT). Above service to be open to immediate family members. Provide employee well-being advice and material. Provide account management and management information. Further details are held within II.2) Description .

II.1.5) Estimated total value

Value excluding VAT: £75,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKE4 - West Yorkshire

Main site or place of performance

West Yorkshire.

II.2.4) Description of the procurement

The West Yorkshire Fire and Rescue Service is seeking to engage with the market by obtaining expressions of interest regarding the upcoming tender requirement for our Employee Assistance Programme. We would like to understand the markets interest and its capacity to bid and deliver the contract. A brief, but non-exhaustive list of the key requirements are as follows: Provide a 24/7, 365 counselling service delivered by a range of methods, including face to face, telephone and e-counselling (incl CBT). Above service to be open to immediate family members. Provide employee well-being advice and material. Provide account management and management information. The tender is to be issued approx. May 2023, with a contract start date of 1st October 2023. The contract will be in place for an initial 3 years with the potential to extend to a total of 5 years (1 + 1). We envisage the budget for the full 5-year duration of this contract is to be between approx. £45,000 - £75,000. We would welcome suppliers to email their expression of interest to wayne.robinson@westyorksfire.gov.uk and if possible, please provide the following information: Your main contact name, email, and telephone number so that we can contact you with details of our next steps. Which framework/s you are associated to, if any. If you have the interest and capacity to bid within the above tender time frame and the capacity to deliver the contract over the full period. Any additional feedback comments based on the information shown here. Please reply to the above email address by Monday 13th March 2023. This request for information (RFI) is not a call for competition and as such further details will be provided within the tender documents, when the tender is published. We recommend that you register with the West Yorkshire Fire and Rescue services E-Procurement system 'In-tend' within good time. Please register through the In-Tend portal link found here - <https://in-tendhost.co.uk/wyfrs.aspx/Home>

II.3) Estimated date of publication of contract notice

1 May 2023

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes