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Tender

## **Occupational Health Services for Students**

Robert Gordon University

F02: Contract notice

Notice identifier: 2023/S 000-007510

Procurement identifier (OCID): ocds-h6vhtk-03b2fd

Published 15 March 2023, 11:41am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Robert Gordon University

Central Services Building, Garthdee Road

Aberdeen

AB10 7FY

#### **Contact**

Helen Gowen

#### **Email**

[h.gowen@rgu.ac.uk](mailto:h.gowen@rgu.ac.uk)

#### **Telephone**

+44 1224262000

#### **Fax**

+44 1224262660

**Country**

United Kingdom

**NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

**Internet address(es)**

Main address

<http://www.rgu.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00399](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00399)

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

**I.4) Type of the contracting authority**

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Occupational Health Services for Students

Reference number

002/23/HG

#### **II.1.2) Main CPV code**

- 85100000 - Health services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Provision of occupational health services for students within the Schools of Nursing, midwifery, paramedic practice, health sciences, and pharmacy and life sciences.

#### **II.1.5) Estimated total value**

Value excluding VAT: £300,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 85140000 - Miscellaneous health services
- 85147000 - Company health services

- 80561000 - Health training services
- 85141200 - Services provided by nurses
- 85141220 - Advisory services provided by nurses

### **II.2.3) Place of performance**

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Robert Gordon University - Garthdee Campus, Aberdeen

### **II.2.4) Description of the procurement**

The Robert Gordon University is seeking to appoint a contractor for the provision of occupational health services for students of the following Schools:

- School of Nursing, Midwifery & Paramedic Practice
- School of Health Sciences
- School of Pharmacy & Life Sciences

The object of this procurement is to achieve best value for money for the University, to provide and maintain a professional, high quality and efficient service to students, to ensure that appropriate management information is available and that management controls are in place to enable monitoring and management of student occupational health expenditure.

The successful tenderer will be expected to work closely with the University to eliminate all unnecessary costs and work towards continuous improvement in performance and satisfaction requirements.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **II.2.6) Estimated value**

Value excluding VAT: £3,000,000

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

Start date

3 July 2023

End date

2 July 2026

This contract is subject to renewal

Yes

Description of renewals

Two additional twelve month extensions, on agreement between supplier and University.

**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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The Contractor shall have appropriately qualified staff in sufficient quantity to carry out the functions required. The Contractor must also ensure that the services provided by each of the staff are appropriate to their qualification and the nature of the individual service.

The Contractor must ensure that its clinical staff are registered with the relevant regulatory body on the appropriate part(s) of its register(s). Where the Contractor's staff are medical doctors they will have the appropriate medical qualifications, other applicable training/qualifications and have undertaken the necessary continuing professional development stated by their Royal College/GMC. They must have General Medical Council (GMC) Registration and be able to provide evidence of this current registration.

Where the Contractor's staff are nurses, they will have the appropriate nursing qualification, preferably registered as an Occupational Health nurse and have undertaken any necessary continuing professional development stated by the Nursing and Midwifery Council (NMC). They must be able to provide evidence of this current registration with the NMC.

The Contractor's staff must be up to date on relevant national and local developments within the health sector which affect the contract and the profession. Any such developments should be notified to the appropriate University contact.

Contractor staff carrying out specialised services, such as health screening services or specialised medicals are required to have the necessary qualifications, training and experience.

It is a mandatory requirement that those staff who will deliver the services do not have any competence/ professional issues pending with the GMC or NMC or other relevant body/employer. The Contractor must provide an annual statement confirming this to be the case on each anniversary of the Contract Commencement Date. If the Contractor becomes aware of a competency/professional issue with regards to any of its employees, the Contractor shall immediately remove the relevant employee from the Contract and shall advise the University of this action.

### **III.2) Conditions related to the contract**

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

The Contractor must ensure that its clinical staff are registered with the relevant regulatory body on the appropriate part(s) of its register(s). Where the Contractor's staff are medical doctors they will have the appropriate medical qualifications, other applicable training/qualifications and have undertaken the necessary continuing professional development stated by their Royal College/GMC. They must have General Medical Council (GMC) Registration and be able to provide evidence of this current registration.

Where the Contractor's staff are nurses, they will have the appropriate nursing qualification, preferably registered as an Occupational Health nurse and have undertaken any necessary continuing professional development stated by the Nursing and Midwifery Council (NMC). They must be able to provide evidence of this current registration with the NMC.

The Contractor's staff must be up to date on relevant national and local developments within the health sector which affect the contract and the profession. Any such developments should be notified to the appropriate University contact.

Contractor staff carrying out specialised services, such as health screening services or specialised medicals are required to have the necessary qualifications, training and experience.

### **III.2.2) Contract performance conditions**

It is a mandatory requirement that those staff who will deliver the services do not have any competence/ professional issues pending with the GMC or NMC or other relevant body/employer. The Contractor must provide an annual statement confirming this to be the case on each anniversary of the Contract Commencement Date. If the Contractor becomes aware of a competency/professional issue with regards to any of its employees, the Contractor shall immediately remove the relevant employee from the Contract and shall advise the University of this action.

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## **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: [2017/S 067-126482](#)

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

Date

24 April 2023

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**

Tender must be valid until: 3 July 2023

##### **IV.2.7) Conditions for opening of tenders**

Date

24 April 2023

Local time

12:00pm

Place

Robert Gordon University

Information about authorised persons and opening procedure

Procurement team securely open via PCS.



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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years from published date, assuming both extensions are used.

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=725997](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=725997).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:725997)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=725997](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=725997)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Aberdeen Sherriff Court

53 Castle Street

Aberdeen

AB11 5BB

Telephone

+44 1224657200

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

Aberdeen Sherriff Court

53 Castle Street

Aberdeen

AB11 5BB

Telephone

+44 1224657200

Country

United Kingdom

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

Aberdeen Sherriff Court

53 Castle Street

Aberdeen

AB11 5BB

Telephone

+44 1224657200

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/aberdeen-sheriff-court-and-justice-of-the-peace-court>