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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

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

I.3) Communication

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

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

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

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

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

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.

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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.

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.

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.

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.

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

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>