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Tender

## **Occupational Health Service**

West Berkshire District Council

F02: Contract notice

Notice identifier: 2021/S 000-009377

Procurement identifier (OCID): ocds-h6vhtk-02ac12

Published 30 April 2021, 9:51am

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

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

West Berkshire District Council

Council Offices, Market Street

Newbury

RG14 5LD

#### **Contact**

Karen Felgate

#### **Email**

[karen.felgate@westberks.gov.uk](mailto:karen.felgate@westberks.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKJ11 - Berkshire

**Internet address(es)**

Main address

<https://in-tendhost.co.uk/westberks/asp/Home>

Buyer's address

<https://in-tendhost.co.uk/westberks/asp/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/westberks/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local authority

**I.5) Main activity**

Other activity

Human resources

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**Section II: Object**

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

**II.1.1) Title**

Occupational Health Service

Reference number

P00000392

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

- 85100000 - Health services

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

Services

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

West Berkshire Council (WBC) requires an Occupational Health Service as a business function and a tool to reduce absence and assist people back into the workplace. All references to council employees includes school employees for those schools who buy back HR services. In recent years WBC absence levels have increased from 8.74 days in 2015/16 to 9.65 days in 2019/20. There is a continued drive to improve employee attendance. This has been a consistent position for some years and is based on a three pronged strategy of using a progressive Sickness Absence Policy to manage the issue (including in-depth Return To Work Interviews), ensuring managers are well trained and well supported in their use of the Policy and ensuring a proactive approach to the Occupational Health service (including early intervention and in-depth management reports). In order to do this the Council requires clear and unequivocal advice from the OH Physician and Advisor.

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

Value excluding VAT: £200,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 85100000 - Health services

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

NUTS codes

- UKJ11 - Berkshire

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

Occupational health services

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

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

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

Value excluding VAT: £200,000

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

Start date

5 October 2021

End date

4 October 2026

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

31 May 2021

Local time

12:00pm

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

English

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

Date

31 May 2021

Local time

12:00pm

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## **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**

West Berkshire Council

Newbury

Country

United Kingdom