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Tender

## **YPO - 001101 Occupational Health Solutions, EAP & Associated Services**

YPO

London Borough of Islington ("Islington Council")

F02: Contract notice

Notice identifier: 2022/S 000-010052

Procurement identifier (OCID): ocds-h6vhtk-032de0

Published 14 April 2022, 1:56pm

The closing date and time has been changed to:

**27 May 2022, 12:00pm**

See the [change notice](#).

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

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

YPO

41 Industrial Park

Wakefield

WF2 0XE

#### **Contact**

Contracts Team

#### **Email**

[contracts@ypo.co.uk](mailto:contracts@ypo.co.uk)

**Telephone**

+44 1924664685

**Country**

United Kingdom

**NUTS code**

UKE45 - Wakefield

**Internet address(es)**

Main address

<http://www.ypo.co.uk/>

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

**I.1) Name and addresses**

London Borough of Islington ("Islington Council")

London

**Email**

[procurement@islington.gov.uk](mailto:procurement@islington.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKI - London

**Internet address(es)**

Main address

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

## **I.2) Information about joint procurement**

The contract involves joint procurement

The contract is awarded by a central purchasing body

## **I.3) Communication**

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

<https://procontract.due-north.com/register?ReadForm>

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/register?ReadForm>

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

Body governed by public law

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

General public services

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## **Section II: Object**

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

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

YPO - 001101 Occupational Health Solutions, EAP & Associated Services

Reference number

001101

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

- 85100000 - Health services

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

Services

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

YPO are looking for Providers to be appointed onto a Framework Agreement for the provision of Occupational Health Solutions, Employee Assistance Programmes and Associated Services. The Framework is designed to meet the needs of all public sector organisations which includes YPO's internal requirements. YPO is the lead Public Sector Buying Organisation (PSBO) for this Framework Agreement in collaboration with London Borough of Islington ("Islington Council") as a group of Public Sector Buying Organisations.

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

Value excluding VAT: £90,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Lot 1 - Occupational Health Solutions & Associated Services

Lot No

1

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

- 75122000 - Administrative healthcare services
- 85000000 - Health and social work services
- 85100000 - Health services

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

NUTS codes

- UK - United Kingdom

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

This lot and all sub-lots will all be supported by an outcome focussed specification which will enable the delivery of solutions to contracting authorities that are suited to their specific needs.

The focus of an OH solution is to support increased productivity within the workplace, ensuring employers meet their legal obligations to their employees and promoting a healthier workforce.

Core services will include:

- Pre-employment health screening/questionnaires
- Management referrals
- Ongoing absence management
- Health surveillance
- Statutory medicals
- Ensuring organisations meet their legal obligations in respect of employee health
- Provide and promote effective return to work strategies
- Strategic advice and guidance
- Provision of an occupational health management system for use by managers
- Ability to deliver services both in person and remotely

Associated services will capture all services associated to occupational health, some examples are:

- Neurodiversity diagnostics and workplace adjustments
- Asbestos medical assessments
- Drug and alcohol screening

- Rehabilitation services
- Workstation assessments
- Vaccination programmes
- Wellbeing training
- Wellbeing programmes
- Day 1 absence programme
- There will also be the option to include EAP as an additional service, to give organisations the chance to procure both OH & EAP in one place

Providers will outline which associated services they can deliver within their bid submission and will be able to update these services throughout the life of the framework.

This lot will be supported by sub-lots covering specific regions, opening up the reach of this framework in comparison to the previous iteration and providing SME providers the ability to provide to public sector organisations. Ability to deliver in the identified region will be a pass/fail criteria and evidence of ability to deliver in the identified region will be required.

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

Quality criterion - Name: Non Cost - Quality / Weighting: 50%

Quality criterion - Name: Non Cost - Social Value / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 40%

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

Start date

1 October 2022

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st October 2022 to 30th September 2024 with the option to extend for up to an additional 24 months. A decision to extend the framework beyond this initial term will be taken by June 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years from 1st October 2022 to 30th September 2026 (subject to an annual review, incorporating KPI performance and price negotiations following the initial fixed pricing period).

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - Employee Assistance Programme & Additional Service

Lot No

2

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

- 75122000 - Administrative healthcare services
- 85000000 - Health and social work services

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

NUTS codes

- UK - United Kingdom

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

Employee Assistance Programmes are considered to be a valuable employee benefit designed to help with both professional and personal problems which could be impacting well-being. Unlike OH solutions, EAP is employee-led and a key focus is the ability to self-refer and the provision of a confidential service. These programmes are aimed at improving morale and working environments, reducing stress, absence and improving overall employee health.

Core services will include:

- 24/7 emotional support, via telephone and/or online
- Guided self-help solutions
- Session based counselling
- Information in respect of legal, financial and workplace issues
- Workplace support for managers

Additional services will capture all outcome focussed services related to employee well-being, some examples are:

- Neurodiversity diagnostics and workplace adjustments
- Wellbeing training
- Wellbeing programmes
- Career coaching
- Critical incident/post trauma support

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

Quality criterion - Name: Non Cost - Quality / Weighting: 50%

Quality criterion - Name: Non Cost - Social Value / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 40%

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

Start date

1 October 2022

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st October 2022 to 30th September 2024 with the option to extend for up to an additional 24 months. A decision to extend the framework beyond this initial term will be taken by June 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years from 1st October 2022 to 30th September 2026 (subject to an annual review, incorporating KPI performance and price negotiations following the initial fixed pricing period).

### **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

Organisations must ensure that they are not in breach of any of the mandatory or discretionary exclusions contained in Regulation 57 of the Public Contracts Regulations 2015. Please refer to the Tender Documentation/ Online Tender located on our E-Procurement system. The web address can be found under 'Procurement Documents' in 'Communication' section in this notice.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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

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

Please refer to the Framework Agreement Terms and Conditions located on our E-Procurement system. The web address can be found under Procurement Documents in 'Communication' Section in this notice.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

Originally published as:

Date

18 May 2022

Local time

12:00pm

Changed to:

Date

27 May 2022

Local time

12:00pm

See the [change notice](#).

**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: 3 (from the date stated for receipt of tender)

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

Date

18 May 2022

Local time

12:00pm

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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: There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

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

YPO are purchasing on the behalf of other contracting authorities. Please see the below link

for details: <https://www.ypo.co.uk/about/customers/missible-users>

YPO will incorporate a standstill period at the point of notification of the award of the contract

is provided to all bidders. The standstill period will be for a minimum of 10 calendar days, and

provides time for unsuccessful tenderers to challenge the award decision before the contract

is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

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

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

High Court of England and Wales

London

Country

United Kingdom