

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/012877-2023>

Contract

## **02020 Employee Assistance Programme (EAP) and Welfare Services to Scottish Central Government**

Scottish Prison Service  
Crown Office and Procurator Fiscal Service  
Historic Environment Scotland  
Scottish Courts and Tribunals Service  
Scottish Government

F03: Contract award notice  
Notice identifier: 2023/S 000-012877  
Procurement identifier (OCID): ocids-h6vhtk-0393ba  
Published 5 May 2023, 9:44am

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

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

Scottish Prison Service  
  
One Lochside, 1 Lochside Avenue  
  
Edinburgh  
  
EH12 9HW

#### **Contact**

SPS Procurement

#### **Email**

[SPSProcurementcmt@prisons.gov.scot](mailto:SPSProcurementcmt@prisons.gov.scot)

**Telephone**

+44 1313303778

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.sps.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00384](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384)

**I.1) Name and addresses**

Crown Office and Procurator Fiscal Service

Crown Office, 25 Chambers Street

Edinburgh

EH1 1LA

**Email**

[hremployeerelations@copfs.gov.uk](mailto:hremployeerelations@copfs.gov.uk)

**Fax**

+44 8445614069

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.copfs.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00292](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00292)

**I.1) Name and addresses**

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

**Email**

[hannah.bornet@hes.scot](mailto:hannah.bornet@hes.scot)

**Telephone**

+44 1316688866

**Fax**

+44 1316688877

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicensevironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**I.1) Name and addresses**

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

**Email**

[lcarty@scotcourts.gov.scot](mailto:lcarty@scotcourts.gov.scot)

**Telephone**

+44 1314443300

**Fax**

+44 1316688877

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.scotcourtsribunals.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00396](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00396)

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

#### **Email**

[ScottishProcurement@gov.scot](mailto:ScottishProcurement@gov.scot)

#### **Telephone**

+44 1412420133

#### **Fax**

+44 1316688877

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

#### **Internet address(es)**

Main address

<http://www.scotland.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

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

The contract involves joint procurement

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

Regional or local Agency/Office

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

General public services

---

## **Section II: Object**

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

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

02020 Employee Assistance Programme (EAP) and Welfare Services to Scottish Central Government

Reference number

02020

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

- 85312320 - Counselling services

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

Services

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

SPS have led a collaborative procurement on behalf of a range of Scottish public bodies (circa 40 Collaborative Partners with an employee headcount circa 34,000) to secure a provider of an Employee Assistance Programme (EAP) and Welfare Services. The Services are intended to provide support to employees by providing access to confidential advisory and supportive interventions to deal with any personal/work related problems. Services include: telephone counselling, information services, advice for carers, service's to management staff, face to face counselling sessions, and referral procedures. Additionally there is a requirement to provide Welfare Services to a number of the Collaborative Partners. The Welfare Service shall comprise of: crisis intervention, welfare services (including home visits) and advocacy (facilitating meetings on behalf of individuals both a support mechanism for staff and a management reporting function for Human Resource Business Partners.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,247,010

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

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

- 85312400 - Welfare services not delivered through residential institutions

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

NUTS codes

- UKM - Scotland

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

The SPS commenced this procurement process in good faith and with the intention of awarding a framework. Following publication of the Contract Notice, an Invitation to Tender (ITT) including the Single Procurement Document (Scotland) (SPD) was published by SPS and was made available to bidders on Public Contract Scotland-Tender (PCS-T). Tender responses were then evaluated by the SPS in accordance with the ITT

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

Quality criterion - Name: Quality / Weighting: 45

Price - Weighting: 55

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

The procurement involves the establishment of a framework agreement

#### **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: [2022/S 000-036381](#)

---

## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

17 April 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 3

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Working on Wellbeing trading as Optima Health

Grosvenor House, Prospect Hill

Redditch

B97 4DL

Telephone

+44 7875809652

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £1,247,010

---

## **Section VI. Complementary information**

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

The Scottish Prison Service is contracting on behalf of Scottish Ministers to establish a framework which applies on behalf the Scottish Ministers (including Agencies), Scottish Non-Departmental Public Bodies, offices in the Scottish Administration which are not ministerial offices, cross-border public authorities within the meaning of section 88(5) of the Scotland Act 1998, the Scotland Office, the Scottish Parliamentary Corporate Body, special health boards, Advanced Procurement for Universities & Colleges (known as APUC in Scotland) and the affiliated Scottish Higher & Further Education (H&FE) sector, Forestry & Land Scotland, Scottish Futures Trust, Student Loans Company Ltd, the Commissioners of Northern Lighthouses, Business Stream Ltd, any public body established by or under the Scotland Act 1998 or any Act of the Scottish Parliament, any association of or formed by one or more of the above, bodies financed wholly or mainly by one or more of the above, bodies subject to management supervision by one or more of the above and bodies more than half of the board of directors or members of which, or, in the case of a group of individuals, more than half of those individuals, being appointed by one or more of the above.

(SC Ref:730772)

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

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

Scottish Court Service c/o Edinburgh Sherriff Court

27 Chambers St

Edinburgh

EH1 1LB

Country

United Kingdom

Internet address

[www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court](http://www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court)