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Tender

## **Police and Fire Medical Appeals Board 2023**

Home Office

F01: Prior information notice

Call for competition

Notice identifier: 2023/S 000-013277

Procurement identifier (OCID): ocds-h6vhtk-03c788

Published 10 May 2023, 11:55am

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

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

Home Office

Peel Building, Marsham Street

LONDON

SW1P4DF

#### **Contact**

Lyn Severn

#### **Email**

[CollaborativeProcurement@homeoffice.gov.uk](mailto:CollaborativeProcurement@homeoffice.gov.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.gov.uk/home-office](http://www.gov.uk/home-office)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://homeoffice.app.iaggaer.com>

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

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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**Section II: Object****II.1) Scope of the procurement****II.1.1) Title**

Police and Fire Medical Appeals Board 2023

Reference number

C25145

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

- 85000000 - Health and social work services

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

Services

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

This procurement will be managed electronically via the Home Office's e-Sourcing Portal (JAGGAER). To participate in this procurement, participants must first be registered on the e-Sourcing Portal. If you have not yet registered on the e-Sourcing Portal, this can be done online at <https://homeoffice.app.jaggaer.com> by following the link 'To register click here'. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so. It should be noted that it may take up to 10 working days for Dun and Bradstreet to respond with a DUNS number. Once you have registered on the e-Sourcing Portal, a registered user can express an interest for a specific procurement. This is done by emailing: [CollaborativeProcurement@homeoffice.gov.uk](mailto:CollaborativeProcurement@homeoffice.gov.uk)

Please respond by 10:00, 12th June 2023. Your email should be entitled 'PAFMAB C25145' - and must state: the name and reference for the procurement you wish to register for; the name of the registered supplier; and the name and contact details for the registered individual sending the email. The email will be processed, and the supplier will be granted access to the procurement via the e-Sourcing Portal. The registered user will receive a notification email to confirm.

The Secretary of State for the Home Department ('the Home Office') has overall responsibility for policing in England and Wales and for the fire service in England only. Policing in Scotland and the fire service in both Wales and Scotland are devolved powers. However, the requirements under the framework being tendered relate to both policing and fire in England, Scotland and Wales. As part of this responsibility, the Home Office is empowered to consider any appeal by a pension scheme member against a decision made by a police force or fire authority in relation to an ill-health pension or injury benefit award. In order to administer such appeals, the Home Office appoints a contractor with the capability to appoint and manage independent appeal boards staffed by qualified medical practitioners.

The current framework expires on 30.09.2023 and the Home Office is inviting bids from organisations for the replacement framework.

## Services:

The Home Office requires a provider to manage boards of medical referees who will conduct medical appeals under the appropriate police and fire pension regulations in England, Wales, and Scotland. The required services comprise the provision of regional Medical Appeal Boards for the police and fire services in England, Wales, and Scotland, in accordance with relevant pension and injury benefit regulations.

## Scope:

The scope of the Framework Agreement includes the following:

- Administering Police and Fire Medical Appeal Boards,
- Recruitment and training of board members with appropriate expertise,
- Monitoring and reporting of key performance indicators,
- Producing annual and quarterly reports submitted formally to the Home Office,
- Access to legal advice both before and after the hearings, whether from providers own legally qualified staff or through external legal advisers' and 'post decision casework,
- Providing stakeholders, such as pension authorities, selected medical practitioners, fire trades unions and the Police Federation with at least one day of training per year in relation to Medical Appeal Boards. Training will be based on stakeholder needs and feedback from board members and is distinct from training provided by parent organisations,
- To ensure independence of the appeal board process.

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

Value excluding VAT: £2,000,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and

security

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

NUTS codes

- UK - United Kingdom

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

The Home office is seeking to create a Framework Agreement with the appointment of one supplier to manage boards of medical referees who will conduct medical appeals under the appropriate police and fire pension regulations in England, Wales, and Scotland. The required services comprise the provision of regional Medical Appeal Boards for the police and fire services in England, Wales, and Scotland, in accordance with relevant pension and injury benefit regulations.

The framework shall cover a period of three (3) years, with an option to extend the framework at the Home Office's discretion for a further one-year period (up to a maximum of 4 years). The framework agreement is primarily intended for use by UK Police and Fire Services who will call off from the framework agreement.

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

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

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

Duration in months

36

This contract is subject to renewal

Yes

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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

1) Please note, that the Home Office intends to publish the Invitation to Tender (ITT) documents, and the text of any Framework Agreement awarded, subject to possible redactions at the discretion of Home Office. The terms of the proposed Framework Agreement will also permit a public sector Contracting Authority, awarding a contract under this Framework Agreement, to publish the text of that contract, subject to possible redactions at the discretion of the Contracting Authority. Further information on transparency can be found at: Procurement and contracting transparency requirements: guidance - GOV.UK ([www.gov.uk](http://www.gov.uk))

2) The Contracting Authority expressly reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and

(ii) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

If the Contracting Authority decides to enter into a Framework Agreement with the successful supplier, this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this Framework Agreement will form a separate contract under the scope of this framework between the supplier and the specific requesting other contracting body.

The Contracting Authority and other contracting bodies utilising the framework reserve the right to use any electronic portal during the life of the agreement.

3) The value of this opportunity is approximately £2,000,000 over 3 years (the initial term). This value is an estimate only and the Home Office cannot guarantee to suppliers any business through this Framework Agreement.

4) The procurement is being led by the Home Office which is acting on behalf of itself, and

other UK public sector bodies in England, Scotland, Wales and Northern Ireland (and their statutory successors and organisations created as a result of re-organisation or organisational changes). These will include (but is not limited to) the public sector bodies (as defined in the public contracts regulations 2015 as amended) however, is primarily intended for use by UK police and Fire Service

### **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

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## **Section IV. Procedure**

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

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

Restricted 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 a single operator

#### **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 expressions of interest**

Date

12 June 2023

Local time

10:00am

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

English

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## **Section VI. Complementary information**

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

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

The Secretary of State for the Home Department (The Home Office)

London

Country

United Kingdom