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Planning

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

Scottish Prison Service
Scottish Government
Crown Office and Procurator Fiscal Service
Scottish Fire and Rescue Service

F01: Prior information notice
Prior information only
Notice identifier: 2022/S 000-015436
Procurement identifier (OCID): ocids-h6vhtk-0342f2
Published 2 June 2022, 9:06am

Section I: Contracting authority

I.1) Name and addresses

Scottish Prison Service

Calton House, 5 Redheughs Rigg

Edinburgh

EH12 9HW

Email

Jennifer.Cleworth@sps.pnn.gov.uk

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

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York Street

Glasgow

G2 8EA

Email

delegatedpurchasing@gov.scot

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

I.1) Name and addresses

Crown Office and Procurator Fiscal Service

Crown Office, 25 Chambers Street

Edinburgh

EH1 1LA

Email

Kathryn.Christie@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

I.1) Name and addresses

Scottish Fire and Rescue Service

16 Harbour Road

Inverness

Iv1 1TB

Email

Ashley.Gould@firescotland.gov.uk

Fax

+44 8445614069

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

Additional information can be obtained from the above-mentioned address

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Public order and safety

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

- 85312400 - Welfare services not delivered through residential institutions

II.1.3) Type of contract

Services

II.1.4) Short description

SPS are leading 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). 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 required 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.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 will commence 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) will be published by SPS and will be made available to bidders on Public Contract Scotland-Tender (PCS-T). Tender responses will then be evaluated by the SPS in accordance with the ITT

II.3) Estimated date of publication of contract notice

27 June 2022

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

The Purchasing Authority is acting on behalf of the following organisations:

The Scottish Prison Service is contracting for itself AND on behalf of other contracting authorities as detailed below

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, Forestry Commission, 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.

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=692452.

(SC Ref:692452)