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Contract

## **Employee Assistance Programme**

Employee Assistance Programme

F03: Contract award notice

Notice identifier: 2024/S 000-016348

Procurement identifier (OCID): ocds-h6vhtk-0454ca

Published 23 May 2024, 3:00pm

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

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

Employee Assistance Programme

College Lane

Hatfield

AL10 9AB

#### **Contact**

Procurement

#### **Email**

[procurement-professionalservices@herts.ac.uk](mailto:procurement-professionalservices@herts.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

<https://www.herts.ac.uk>

Buyer's address

<https://in-tendhost.co.uk/universityofhertfordshire.aspx/Help>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Employee Assistance Programme

Reference number

24003

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

- 85147000 - Company health services

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

Services

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

The University of Hertfordshire is conducting a tender exercise in order to set up a contract for the provision of the Employee Assistance Programme. The contract will run from the 1st August 2024 for three (3) years until 31st July 2027. At the end of the first three years, the University will have an option to extend for a further two years in twelve month increments. This is subject to satisfactory performance of the contract. All University policies and regulations relating to information, security, data management, systems and service, will apply to all contracts resulting from this tender. The contractor will provide the service using qualified staff to provide support and guidance to University staff. Update: Following a review of the Invitation to Tender documentation and the specification, the University of Hertfordshire has elected to abort this tender exercise to refine these elements further.

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

This contract is divided into lots: No

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

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

- 85147000 - Company health services

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

NUTS codes

- UKH23 - Hertfordshire

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

The contractor will provide the service using qualified staff to provide support and guidance to University staff. The service will include (but is not limited to):- One off (ad-hoc) telephone or e-counselling.- Structured telephone counselling (STC).- Structured e-counselling (SEC).- Online cognitive behavioral therapy (CBT).- Structured face to face counselling (F2F).- Legal information.- Financial information.- Debt information.- Health and Wellbeing information.- Trauma management consultancy.- Management/staff helpline.

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

Price

#### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-013276](#)

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

### **Contract No**

24003

### **Title**

Employee Assistance Programme

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

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## **Section VI. Complementary information**

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

Following a review of the Invitation to Tender documentation and the specification, the University of Hertfordshire has elected to abort this tender exercise to refine these elements further.

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

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

University of Hertfordshire

Hatfield

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Crown Commercial Services

Liverpool

Country

United Kingdom