

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020042-2025>

Tender

## **PROC-25-2854 Provision of Services for Psychotherapy sessions/resource**

Scottish Police Authority

F02: Contract notice

Notice identifier: 2025/S 000-020042

Procurement identifier (OCID): ocds-h6vhtk-050faa

Published 9 May 2025, 12:34pm

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

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

Scottish Police Authority

1 Pacific Quay, 2nd Floor

Glasgow

G51 1DZ

#### **Email**

[laura.mckenna@scotland.police.uk](mailto:laura.mckenna@scotland.police.uk)

#### **Telephone**

+44 1786895668

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.spa.police.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA19762](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA19762)

**I.3) Communication**

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

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

Body governed by public law

**I.5) Main activity**

Public order and safety

## **Section II: Object**

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

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

PROC-25-2854 Provision of Services for Psychotherapy sessions/resource

Reference number

PROC-25-2854

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

- 85000000 - Health and social work services

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

Services

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

The Scottish Police Authority has a requirement for the provision of specialist psychotherapy to colleagues working within the National Online Child Abuse Package (NOCAP).

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

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

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

- 85100000 - Health services
- 85110000 - Hospital and related services
- 85121270 - Psychiatrist or psychologist services

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

NUTS codes

- UKM - Scotland

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

Provision of Services for Psychotherapy sessions/resource as per ITT available on PCS-T

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year optional extensions

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

Variants will be accepted: No

#### **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 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

Please refer to the word version of the contact notice for PROC-25-2854 Provision of Services for Psychotherapy sessions/resource uploaded on PCS-T project in the attachments area.

##### **SPD Question 4A.1 Trade Registers**

It is a requirement of this tender that if the Tenderer is UK based they must hold a valid registration with Companies House. Where the Tenderer is UK based but not registered at Companies House they must be able to verify to the SPA's satisfaction that they are trading from the address provided in the tender and under the company name given.

Tenderer's within the UK must confirm if they are registered under Companies House within this question.

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

List and brief description of selection criteria

Please refer to the word version of the contact notice for PROC-25-2854 Provision of services for Psychotherapy sessions/resource uploaded on PCS-T project in the attachments area.

It is a requirement of this Contract that Tenderers hold, or can commit to obtain prior to the commence of any subsequently awarded Contract, the items indicated below:

Minimum level(s) of standards possibly required

##### **SPD Question 4B5 Insurances**

Employers (Compulsory) Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims. Tenderers may be required to provide their current Employers Liability Insurance certificate which should include name of the insurers, policy numbers, expiry date and limits for any one incident and annual aggregate caps and the excesses under the policies.

Public Liability Insurance = 5 million GBP in respect of each claim without limit to the

number of claims. Tenderers may be required to provide a copy of their current Public Liability Insurance certificate.

Product Liability Insurance = 5 million GBP in respect of each claim and in the aggregate. Tenderers may be required to provide a copy of their current Professional Indemnity Insurance certificate.

Motor Vehicle Insurance = Minimum Third Party Motor Vehicle Liability in respect of any motor vehicle or plated plant used.

Professional Indemnity Insurance = 5 million GBP in respect of each claim without limit to the number of claims. Tenderers may be required to provide a copy of their current Professional Indemnity Insurance certificate.

Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

EPD Question 4B6 Financial Standing:

The Authority will access a Credit safe report for a Tenderers organisation and use the information contained within to assist with the assessment of the Tenderer's economic and financial standing. Tenders are asked to provide their company number within the SPD to allow the Authority to access a Credit Safe Report.

Within such reports, the risk of business failure is expressed as a score of less than 30 (high risk of business failure). In the event that a company is determined to have a risk failure rating of 30 and below i.e. that the company is considered to have a high risk of business failure, the submission will not be considered further.

If you are successful in the award of this contract and your risk failure rating falls below 30 then the SPA reserve the right to remove you from this contract. It is the Contractor's responsibility to ensure that the information held by Credit Safe is accurate and up to date.

For the avoidance of doubt, the SPA will request a report from Credit Safe following the closing date for the receipt of the Tenders to ensure that the most up to date information is used. Where you are not registered on credit safe e.g. charitable organisations or new start companies/ Sole Traders with less than 3 years trading history, discretionary powers are available to the Director of Finance to consider abbreviated accounts along with bankers references etc.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe and it is your responsibility to ensure

that the information held by Credit Safe is accurate and up to date - failure to do so will result in rejection of your submission.

**IMPORTANT NOTE:** This requirement is not applicable to Sole Traders/ Charities. Sole Traders/ Charities may be required to provide a bankers reference if successful.

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

List and brief description of selection criteria

Please refer to the word version of the contact notice for PROC-25-2854 Provision of Services for Psychotherapy sessions/resource uploaded on PCS-T project in the attachments area.

Tenderer`s will be required to provide evidence of having the necessary capacity and capability to deliver the requirements stated within the tender documents.

Minimum level(s) of standards possibly required

#### **SPD Question 4C.1.2 Technical and Professional Ability**

With reference to the nature and details of the supplies/services that are the subject matter of this tender, relevant examples are to be provided of the supplies/services undertaken by the Tenderer in the last 3 years.

You must describe in sufficient detail the required experience in terms of the specific supplies/services, the number of required examples, the minimum duration of experience e.g. 3 years and the value / scope of the previous projects e.g. must be of similar value to the contract being procured.

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

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

Please refer to the word version of the contact notice for PROC-25-2854 Provision of Services for Psychotherapy sessions/resource uploaded on PCS-T project in the attachments area.

## **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: Yes

### **IV.2) Administrative information**

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

Date

9 June 2025

Local time

12:00pm

#### **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**

Tender must be valid until: 8 December 2025

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

Date

9 June 2025

Local time

12:00pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Please refer to the published Contract Notice document which can be found within the attachments areas of the PCS-T portal which details

the requirements and additional detail relating to:

Assessment of Employment Status

Living Wage

Equality and Diversity

Subcontractor Detail

Data Protection

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29176.

For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Please refer to the word version of the contact notice for PROC-25-2854 Provision of Services for Psychotherapy sessions/resource uploaded on PCS-T project in the attachments area.

(SC Ref:798007)

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

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

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom