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Tender

PAN2729 - Employee Assistance Program

Leicester City Council

F02: Contract notice

Notice identifier: 2022/S 000-020315

Procurement identifier (OCID): ocds-h6vhtk-035603

Published 26 July 2022, 1:48pm

The closing date and time has been changed to:

12 September 2022, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Leicester City Council

City Hall (4th Floor), 115 Charles Street

Leicester

LE1 1FZ

Contact

Mr John Morgan

Email

John.Morgan@leicester.gov.uk

Telephone

+44 1164540347

Country

United Kingdom

NUTS code

UKF21 - Leicester

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://procontract.due-north.com/Advert?advertId=e5ee86b8-cd0c-ed11-8116-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert?advertId=e5ee86b8-cd0c-ed11-8116-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

PAN2729 - Employee Assistance Program

Reference number

DN622337

II.1.2) Main CPV code

- 85000000 - Health and social work services

II.1.3) Type of contract

Services

II.1.4) Short description

Leicester City Council invites tenders for the provision of Corporate Wellbeing Services for Employee Assistance Program Service.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71317200 - Health and safety services
- 71317210 - Health and safety consultancy services
- 85100000 - Health services

II.2.3) Place of performance

NUTS codes

- UKF21 - Leicester

II.2.4) Description of the procurement

Leicester City Council invites tenders for the provision of Corporate Wellbeing Services - Employee Assistance Programme.

This requirement is for the provision of confidential counselling services to Authority employees (and other third parties) covered within the scope of this contract.

The Employee Assistance Programme (EAP) services that are required can broadly be described as a combination of telephone-based and face-to-face counselling; together with

other ad-hoc and tailored services including post-trauma and critical incident support on either a group or individual basis and mediation.

The proposed Contract/s will be for three years with an option to extend for up to a further two years. It is anticipated to award to one supplier per Lot but there is possibility for one organisation to deliver more than one service.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60%

Price - Weighting: 40%

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

Duration in months

60

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The proposed Contract will be for three years with an option to extend for a period or periods

totalling no more than a further two years

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.1.2) 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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

Originally published as:

Date

31 August 2022

Local time

12:00pm

Changed to:

Date

12 September 2022

Local time

12:00pm

See the [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

31 August 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Construction and Technology Court (Queens Bench Division)

Priory Courts, 33 Bull Street

Birmingham

B4 6DS

Country

United Kingdom