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Tender

## **Occupational Health Service**

Dumfries and Galloway Council

F02: Contract notice

Notice identifier: 2022/S 000-020613

Procurement identifier (OCID): ocds-h6vhtk-02ef81

Published 28 July 2022, 12:24pm

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

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

Dumfries and Galloway Council

Procurement Team, Carruthers House

Dumfries

DG1 2HP

#### **Email**

[Procurement.tenders@dumgal.gov.uk](mailto:Procurement.tenders@dumgal.gov.uk)

#### **Telephone**

+44 3033333000

#### **Country**

United Kingdom

## **NUTS code**

UKM92 - Dumfries & Galloway

## **Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00219](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00219)

## **I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

## **I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local 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**

Occupational Health Service

Reference number

DGT/4018

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

- 85100000 - Health services

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

Services

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

Dumfries and Galloway Council requires the provision of an Occupational Health Service and Employee Assist Programme for all Dumfries and Galloway Council employees, from a suitably experienced provider, with professionally qualified and experienced staff and suitable facilities within Dumfries and Galloway.

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

Value excluding VAT: £705,000

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

This contract is divided into lots: No

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

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

- 85312300 - Guidance and counselling services

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

NUTS codes

- UKM92 - Dumfries & Galloway

Main site or place of performance

Dumfries

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

Dumfries and Galloway Council requires the provision of an Occupational Health Service and Employee Assist Programme for all Dumfries and Galloway Council employees, from a suitably experienced provider, with professionally qualified and experienced staff and suitable facilities within Dumfries and Galloway.

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

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £705,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

12 month extension

### **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

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## **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

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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: [2021/S 000-026644](#)

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

Date

29 August 2022

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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

29 August 2022

Local time

12:30pm

Place

Dumfries

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: May 2026

### **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**

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=701306](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=701306).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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:

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:

(SC Ref:701306)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=701306](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=701306)

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

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

Dumfries Sheriff Court

Buccleuch Street

Dumfries

Country

United Kingdom