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Tender

## **008294 - Occupational Health Unit Counselling Service (Face to Face)**

Newcastle City Council

F02: Contract notice

Notice identifier: 2023/S 000-021498

Procurement identifier (OCID): ocids-h6vhtk-03ea14

Published 25 July 2023, 2:49pm

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

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

Newcastle City Council

Civic Centre

NEWCASTLE-UPON-TYNE

NE1 8QH

#### **Contact**

James Wood

#### **Email**

[James.Wood@newcastle.gov.uk](mailto:James.Wood@newcastle.gov.uk)

#### **Telephone**

+44 1912777433

#### **Country**

United Kingdom

**Region code**

UKC22 - Tyneside

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://www.nepo.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.nepo.org/>

**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**

008294 - Occupational Health Unit Counselling Service (Face to Face)

Reference number

008294 - Occupational Health Unit Counselling Service (Face to Face)

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

- 85000000 - Health and social work services

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

Services

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

Newcastle City Council is the council for the City of Newcastle upon Tyne, in the north-east of England, and is committed to improving the health and wellbeing of its employees by promoting proactive ways to work and live well and supporting employees to access help when they need it. A primary cause of employee sickness absence is emotional or mental health issues. Short term intervention through counselling provides practical, effective support, and occupational health studies show that is also has significant cost benefits for employers by helping to reduce or prevent absence of this type. The Council's Occupational Health Unit (OHU) has a requirement for the provision of short-term face to face counselling services for its employees.

The Council is seeking to appoint a provider of face-to-face counselling for a period of 24 months with 2 x 12 months options to extend. The service will be for individuals referred by the Council's Occupational Health Department or direct referrals from Human Resources Workforce and Inclusion.

#### **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)

- 85000000 - Health and social work services

### II.2.3) Place of performance

NUTS codes

- UKC - North East (England)

### II.2.4) Description of the procurement

Newcastle City Council is the council for the City of Newcastle upon Tyne, in the north-east of England, and is committed to improving the health and wellbeing of its employees by promoting proactive ways to work and live well and supporting employees to access help when they need it. A primary cause of employee sickness absence is emotional or mental health issues. Short term intervention through counselling provides practical, effective support, and occupational health studies show that is also has significant cost benefits for employers by helping to reduce or prevent absence of this type. The Council's Occupational Health Unit (OHU) has a requirement for the provision of short-term face to face counselling services for its employees.

The Council is seeking to appoint a provider of face-to-face counselling for a period of 24 months with 2 x 12 months options to extend. The service will be for individuals referred by the Council's Occupational Health Department or direct referrals from Human Resources Workforce and Inclusion.

### 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

24

This contract is subject to renewal

Yes

Description of renewals

2 x 12 month options to renew

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: 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: Yes

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

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

Date

28 August 2023

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 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

N/A

N/A

Country

United Kingdom