

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/025008-2021>

Tender

## **Occupational Health and Related Services**

Buckinghamshire and Milton Keynes Fire Authority

F02: Contract notice

Notice identifier: 2021/S 000-025008

Procurement identifier (OCID): ocds-h6vhtk-02e91e

Published 7 October 2021, 10:58am

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

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

Buckinghamshire and Milton Keynes Fire Authority

Headquarters, Stocklake

Aylesbury

HP20 1BD

#### **Contact**

Procurement Manager

#### **Email**

[rondasmith@bucksfire.gov.uk](mailto:rondasmith@bucksfire.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKJ13 - Buckinghamshire CC

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://in-tendhost.co.uk/bucksfire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

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

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

Occupational Health and Related Services

Reference number

PRO-308

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

- 85147000 - Company health services

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

Services

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

Buckinghamshire and Milton Keynes Fire Authority (BMKFA) (the Contracting Authority) wish to appoint a single Service Provider to provide the Occupational Health and Related Services, including Employee Assistance Programme. The Contracting Authority's service delivery is managed through its Headquarters location, based at Aylesbury, Buckinghamshire, with 19 fire stations across the county. The total numbers of staff for the Contracting Authority will vary during the contract period. The staff number of 478. is based on current needs and are indicative only.

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

Value excluding VAT: £280,000

#### **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
- 85141000 - Services provided by medical personnel

- 85100000 - Health services

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

NUTS codes

- UKJ13 - Buckinghamshire CC
- UKJ12 - Milton Keynes

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

Buckinghamshire and Milton Keynes Fire Authority (BMKFA) (the Contracting Authority) wish to appoint a single Service Provider to provide the Occupational Health and Related Services, including Employee Assistance Programme. The Contracting Authority's service delivery is managed through its Headquarters location, based at Aylesbury, Buckinghamshire, with 19 fire stations across the county. The total numbers of staff for the Contracting Authority will vary during the contract period. The staff number of 478 is based on current needs and are indicative only. The volume of work may fluctuate in accordance with the needs of the organisation and under-utilisation in one area may be compensated by an increase in another. The overall aims of the Occupational Health service is to promote occupational and general health to all employees of the Contracting Authority by: Promoting healthy working practices/lifestyles Providing routine medicals and management referrals Assessing and monitoring the effects of health on work, and work on health Preventing ill health arising from working practices or conditions Reducing sickness absence and ill-health retirements, including monitoring long-term and/or recurring sickness absence. Education/awareness of health and well being Rehabilitation Liaison with external specialists Undertaking pre - employment assessment /return to work assessments Random and pre-arranged substance misuse and alcohol testing The contract is due to be awarded by Jan 2022, mobilisation period up to 31 March 2022, with contract services commencing 01 April 2022 to 31 March 2025 with an option to extend up to 24 months to 31 March 2027. Total Contract Value range £280k to £300k (for a possible 5 year period). The Estimated Contract Value stated above is based on relevant economic factors including the budget available to the Contracting Authority, and wider market and category knowledge. Tender responses with a total price exceeding the Estimated Contract Value by more than 5% will be disqualified from the tender process. Bidders are reminded to carefully note this requirement of the Contracting Authority before any tender submissions.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £280,000

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

Start date

1 April 2022

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

The contract will have an option to extend the initial term a further 24 months

**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

Details are contained within the tender documents

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

Details are contained within the tender documents

---

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

Date

9 November 2021

Local time

11:00am

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

English

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

Date

9 November 2021

Local time

11:00am

Place

Formal process within the e-tendering system

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Every 5 years

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Buckinghamshire and Milton Keynes Fire Authority

Stocklake

Aylesbury

HP20 1BD

Email

[procurement@bucksfire.gov.uk](mailto:procurement@bucksfire.gov.uk)

Country

United Kingdom