

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/025886-2023>

Tender

## **The Provision of Employee Assistance Programme (EAP) Bedfordshire Hospitals NHS FT**

Bedfordshire Hospitals NHS Foundation Trust

F02: Contract notice

Notice identifier: 2023/S 000-025886

Procurement identifier (OCID): ocids-h6vhtk-03f93a

Published 1 September 2023, 4:06pm

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

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

Bedfordshire Hospitals NHS Foundation Trust

Lewsey Road

Luton

LU40DZ

#### **Contact**

Darren Bates

#### **Email**

[darren.bates@bedsft.nhs.uk](mailto:darren.bates@bedsft.nhs.uk)

#### **Telephone**

+44 1582497040

#### **Country**

United Kingdom

**Region code**

UKH2 - Bedfordshire and Hertfordshire

**Internet address(es)**

Main address

<https://www.bedfordshirehospitals.nhs.uk/>

**I.3) Communication**

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

<https://www.delta-esourcing.com/>

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**

Body governed by public law

**I.5) Main activity**

Health

---

## **Section II: Object**

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

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

The Provision of Employee Assistance Programme (EAP) Bedfordshire Hospitals NHS FT

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

- 85312300 - Guidance and counselling services

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

Services

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

The Trust is looking to award a contract for an EAP service provider to start in 1st February 2024. It is anticipated that the contract will be for an initial period of 5 years, with the option to extend on an annual basis to a maximum term of seven years.

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Bedfordshire and Hertfordshire

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

The Trust is looking to award a contract for an EAP service provider to start in 1st February 2024. It is anticipated that the contract will be for an initial period of 5 years, with

the option to extend on an annual basis to a maximum term of seven years. However, the Trust is prepared to consider an alternative award duration (no longer than seven years) if there is justification in terms of either quality or cost.

The current scope is for-

- 24/7/365 days' instant access to clinical counselling and advice /in the moment support via webchat, Freephone Number, Web Portal

- legal and tax information

- family care services

- debt & financial management services

- everyday matters

- counselling and emotional Support (up to six session model) additional sessions to be authorized on a case by case basis

- Ongoing Onsite support with events aligned by the trust

- over 10 years' experience of delivering successful EAP's to the NHS

- An experienced dedicated relationship manager and clinical manager to deliver on key Trust/NHS England objectives, including engagement, promotion, sharing best practice on appropriate wellbeing matters.

- Electronic promotion, webinars, newsletters and topical campaigns to be provide as agreed

#### **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**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Two optional 1 year extensions (1+1).

#### **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 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

6 October 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: 6 (from the date stated for receipt of tender)

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

Date

6 October 2023

Local time

12:00pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

The Contracting Authority reserves the right to cancel the award procedure at any time and does not bind itself to accept the lowest or any tender.

The Contracting Authority is not responsible or liable for any costs incurred by those expressing interest in, negotiating or tendering for this opportunity.

Please note that all values and timescales provided in this notice are indicative only and subject to change.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Luton:-Guidance-and-counselling-services./9Z5362P5Q2>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/9Z5362P5Q2>

GO Reference: GO-202391-PRO-23780330

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

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

Trust appointed evaluation team

Luton

Country

United Kingdom

