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Tender

## **HCT - Occupational Therapy Assessments & Provision**

Hertfordshire Community NHS Trust

F02: Contract notice

Notice identifier: 2022/S 000-026500

Procurement identifier (OCID): ocids-h6vhtk-036a64

Published 22 September 2022, 11:26am

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

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

Hertfordshire Community NHS Trust

Unit 1A Howard Court, 14 Tewin Road

Welwyn Garden City

AL7 1BW

#### **Contact**

Jessica Jordan

#### **Email**

[jessica.jordan@nhs.net](mailto:jessica.jordan@nhs.net)

#### **Country**

United Kingdom

#### **Region code**

UKH - East of England

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

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

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

<https://health-family.force.com/s/Welcome>

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

Body governed by public law

**I.5) Main activity**

Health

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## **Section II: Object**

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

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

HCT - Occupational Therapy Assessments & Provision

Reference number

C103267

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

- 85000000 - Health and social work services

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

Services

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

Hertfordshire Community NHS Trust ("HCT") (the Authority") has a waiting list of children and young people that require Occupational Therapy assessments and interventions.

HCT is working with the Herts and West Essex Integrated Care Board (HWEICB) and Hertfordshire County Council (HCC) to outsource most of these patients in an effort to reduce the waiting times for an assessment and interventions. As such, the Authorities are seeking proposals from appropriately qualified companies who can take on the outstanding assessments and interventions to assist with reducing the numbers of children and young people on the waiting list.

HCT is seeking a value for money, high quality service that will be responsive to the needs of the client. Robust contract management and good effective liaison with HCT's key contacts will be required.

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

NUTS codes

- UKH - East of England

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

The Supplier will be required to carry out Occupational Therapy assessments and interventions on the cohort of children that is provided to them on behalf of HCT, at the scale required and within the timeframes of delivery.

Assessments and interventions will be expected to be primarily face to face, delivered in schools, clinics and homes. A small percentage can be virtual.

The Supplier will be an expert provider of NICE compliant Occupational Therapy assessments and evidenced based interventions. Interventions must follow the HCT model of delivery .

Part of the service will include providing feedback and a completed report to the parents and child, as well as a copy of the final report to the HCT Integrated Therapy teams for their records.

The Supplier will provide monthly updates in a format agreed by HCT, reporting on completed assessments, summarising the number of children seen and those who have not attended their appointment.

The Supplier shall performance monitor its activities / services to demonstrate that the Services are achieved and where not achieved the extent of any shortfall is identified, reported and acted upon.

Detailed supporting information will be made available to HCT should it be required, and all reports must be provided in the manner prescribed and in accordance with GDPR legislation, to ensure that the Authorities are able to access data as and when required.

Contracts are anticipated to go live in January 2023 and will run until the agreed number of assessments and interventions is completed. It is expected that the contract term will be less than a year.

In the event of any bidders not being able to complete the required amount of assessments in the timeframe specified, HCT reserves the right to award to additional bidders in order to complete the assessments.

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

Price

**II.2.6) Estimated value**

Value excluding VAT: £400,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Contract may be extended for a further 12 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

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

Date

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

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

Date

24 October 2022

Local time

1:00pm

Place

Via Atamis eTendering Portal

At Hertfordshire & West Essex ICS NHS Procurement, 2nd Floor Gate House, Fretherne Road, Welwyn Garden City, Herts AL8 6NS

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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**

The High Court

Strand

London

WC2A 2LL

Email

[generaloffice@administrativecourtoffice.justice.gov.uk](mailto:generaloffice@administrativecourtoffice.justice.gov.uk)

Country

United Kingdom

Internet address

<https://www.gov.uk/courts-tribunals>