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Tender

Provision of Occupational Health Services

Sefton Council

F02: Contract notice

Notice identifier: 2021/S 000-026610

Procurement identifier (OCID): ocds-h6vhtk-02ef5f

Published 25 October 2021, 10:23am

Section I: Contracting authority

I.1) Name and addresses

Sefton Council

3rd Floor Magdalen House, Trinity Road

Bootle

L20 3NJ

Contact

Mr Chris Magee

Email

chris.magee@sefton.gov.uk

Telephone

+44 1519344069

Country

United Kingdom

NUTS code

UKD73 - Sefton

Internet address(es)

Main address

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

I.3) Communication

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

<http://www.the-chest.org.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.the-chest.org.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Occupational Health Services

Reference number

DN577122

II.1.2) Main CPV code

- 85147000 - Company health services

II.1.3) Type of contract

Services

II.1.4) Short description

This Procurement exercise is being run as a LIGHT TOUCH REGIME procurement.

Sefton Council recognises it has a duty of care to employees and recognises that in order to provide effective services it must ensure that their employees stay healthy and fit for work and that, as far as possible, the work that they do does not affect their health. Its aim is to have a healthy and fit workforce to meet the needs of its service provision.

The Council therefore provides an occupational health service to its employees which it also extends to its Schools, Academies and local organisations through SLA agreements.

It currently purchases a variety of occupational health services in relation to its conditions of service, pension provision, statutory requirements, more specific requirements of health and safety legislation and national health strategies as they apply.

The numbers of staff employed by the Council fluctuates with seasonal, casual and temporary staff, but even accounting for these changes the total number of employees including schools is circa 8,000. Occupational Health Providers are now invited to tender for the provision of services to the Council for the period specified above. The Council is prepared to consider more than one Contractor so it can ensure its overall provision is as cost effective and flexible as necessary to meet its continually changing operational needs. Consequently, the contract is separated into 4 Lots which can be tendered for on an individual or group basis.

II.1.5) Estimated total value

Value excluding VAT: £260,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

OCCUPATIONAL HEALTH PHYSICIAN

Lot No

1

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKD73 - Sefton

II.2.4) Description of the procurement

The Contractor must be able to demonstrate suitable and adequate experience of providing occupational health services of a type applicable to a large Metropolitan Borough Council or organisation.

The Senior Occupational Physician responsible for the contract will be at least a Member or Associate Member of the Faculty of Occupational Medicine or equivalent.

The Senior Occupational Physician will provide an Occupational Health Physician with the appropriate qualifications to become an authorised "Signatory" for Merseyside Pension Fund where they are not already authorised. Additionally, there may be a requirement for them to assist with the completion of Teacher Pension III Health forms so an understanding of those criteria may also be necessary.

Any additional Physicians who attend the Health Unit should have an Occupational Health

qualification but this will not be essential provided they are “supervised” by the Senior Physician who will be responsible for ensuring that all other Physicians act in a relevant and professional manner.

The Contractor should have SEQOHS accreditation or at least be working towards attaining such and be able to demonstrate this.

Full Specification for this Lot requirement is given in the Procurement Document

II.2.5) Award criteria

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

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

Renewal will be considered in the later half of 2023, but will be subject to whether optional contract periods are taken up with contractors

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Two optional periods, each of 1 year, with effect from 1/1/2024

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

PHYSIOTHERAPY

Lot No

2

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKD73 - Sefton

II.2.4) Description of the procurement

All Physiotherapists will hold a recognised Degree in Physiotherapy and have suitable and adequate experience of providing occupational health services of a type applicable to a large Metropolitan Borough Council or organisation.

Full Specification for this Lot requirement is given in the Procurement Document

II.2.5) Award criteria

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

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

Renewal will be considered in the later half of 2023, but will be subject to whether optional contract periods are taken up with contractors

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Two optional periods, each of 1 year, with effect from 1/1/2024

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

COUNSELLING

Lot No

3

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKD73 - Sefton

II.2.4) Description of the procurement

All Counsellors will hold the Diploma in Counselling from the British Association of Counselling Practitioners and Psychotherapy and have suitable and adequate experience of providing occupational health services of a type applicable to a large Metropolitan Borough Council or organisation. In particular providing the flexibility required of such an organisation.

Full Specification for this Lot requirement is given in the Procurement Document

II.2.5) Award criteria

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

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

Renewal will be considered in the later half of 2023, but will be subject to whether optional contract periods are taken up with contractors

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Two optional periods, each of 1 year, with effect from 1/1/2024

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

PSYCHOTHERAPY/COGNITIVE BEHAVIOURAL THERAPY

Lot No

4

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKD73 - Sefton

II.2.4) Description of the procurement

All Psychotherapists will hold a recognised Degree from the Association of Psychotherapists or a suitable alternative and have suitable and adequate experience of providing occupational health services of a type applicable to a large Metropolitan Borough Council or organisation. In particular providing the flexibility required of such an organisation.

Full Specification for this Lot requirement is given in the Procurement Document

II.2.5) Award criteria

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

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

Renewal will be considered in the later half of 2023, but will be subject to whether optional contract periods are taken up with contractors

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Two optional periods, each of 1 year, with effect from 1/1/2024

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.1.2) Economic and financial standing

Selection criteria as stated in the procurement 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: Yes

IV.2) Administrative information

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

Date

12 November 2021

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

12 November 2021

Local time

12:05pm

Information about authorised persons and opening procedure

Sefton Council Procurement Officer

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: between two and four years dependent upon whether optional contract periods are taken up

VI.4) Procedures for review

VI.4.1) Review body

Sefton Council

Legal Department . Magdalen House, Trinity Road

Bootle

L20 3NJ

Country

United Kingdom