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Tender

Provision of an Employee Assistance Programme (EAP)

Somerset Council

F02: Contract notice

Notice identifier: 2023/S 000-026768

Procurement identifier (OCID): ocds-h6vhtk-03fb9b

Published 11 September 2023, 10:20am

Section I: Contracting authority

I.1) Name and addresses

Somerset Council

County Hall

Taunton

TA1 4DY

Contact

Mr Iain Copeland

Email

iain.copeland@somerset.gov.uk

Country

United Kingdom

Region code

UKK23 - Somerset

Internet address(es)

Main address

<https://www.supplyingthesouthwest.org.uk>

Buyer's address

<https://www.supplyingthesouthwest.org.uk>

I.3) Communication

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

[https://procontract.due-north.com/Advert/Index?advertId=e3d76abb-
ea47-ee11-8124-005056b64545](https://procontract.due-north.com/Advert/Index?advertId=e3d76abb-
ea47-ee11-8124-005056b64545)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://procontract.due-north.com/Advert/Index?advertId=e3d76abb-
ea47-ee11-8124-005056b64545](https://procontract.due-north.com/Advert/Index?advertId=e3d76abb-
ea47-ee11-8124-005056b64545)

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 an Employee Assistance Programme (EAP)

Reference number

DN681256

II.1.2) Main CPV code

- 85147000 - Company health services

II.1.3) Type of contract

Services

II.1.4) Short description

Project Overview:

- Provide an Employee Assistance Programme (EAP) that supports the Service Users to feel valued, healthy and therefore an efficient workforce.
- Support the Authority in meeting our legal, moral and financial obligations relating to the service user's health and wellbeing
- Implement an effective programme based on the Authority's aims, objectives and/or priorities.
- Support Service Users with both personal and professional problems that may be having an impact on their home and/or work life.

As well as Somerset Council, the contract may also be utilised by Somerset Council maintained schools and purchasing schools.

II.1.5) Estimated total value

Value excluding VAT: £208,837.5

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

Provision of an Employee Assistance Programme (EAP) - Maximum of 6 Sessions

Lot No

1

II.2.2) Additional CPV code(s)

- 85312300 - Guidance and counselling services

II.2.3) Place of performance

NUTS codes

- UKK23 - Somerset

II.2.4) Description of the procurement

Provision of an Employee Assistance Programme (EAP) - Maximum of 6 Sessions. The Authority intends to only award to one of these lots. The decision on which lot to award will be based on value for money and will be at the sole discretion of the Authority. Applicants may bid for as many or as few lots as they wish. Applicants will be required to indicate which lots they wish to bid for in the Selection Questionnaire within Procurement Document C.

Please note, the estimated values include the optional extension option.

For further information and access to the tender documents, please visit the ProContract e-tendering portal: <https://procontract.due-north.com/>

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Quality criterion - Name: Social Value / Weighting: 10

Cost criterion - Name: Fully Inclusive Annual Cost / Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £208,837.5

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

Duration in months

15

This contract is subject to renewal

Yes

Description of renewals

The Authority intends to enter into a contract for an initial period of 15 months, with an option to extend by mutual agreement for up to a further 12 months.

The anticipated contract commencement date is 1st January 2024.

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

II.2) Description

II.2.1) Title

Provision of an Employee Assistance Programme (EAP) - Maximum of 8 Sessions

Lot No

2

II.2.2) Additional CPV code(s)

- 85312300 - Guidance and counselling services

II.2.3) Place of performance

NUTS codes

- UKK23 - Somerset

II.2.4) Description of the procurement

Provision of an Employee Assistance Programme (EAP) - Maximum of 8 Sessions. The Authority intends to only award to one of these lots. The decision on which lot to award will be based on value for money and will be at the sole discretion of the Authority. Applicants may bid for as many or as few lots as they wish. Applicants will be required to indicate which lots they wish to bid for in the Selection Questionnaire within Procurement Document C.

For further information and access to the tender documents, please visit the ProContract e-tendering portal: <https://procontract.due-north.com/>

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Quality criterion - Name: Social Value / Weighting: 10

Cost criterion - Name: Fully Inclusive Annual Cost / Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £208,837.5

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

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The anticipated contract commencement date is 1st January 2024.

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

11 October 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

11 October 2023

Local time

12:00pm

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

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Country

United Kingdom