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Tender

## **Provision of a Medical Advisory Service for Scottish Public Pension Agency**

Scottish Public Pensions Agency

F02: Contract notice

Notice identifier: 2021/S 000-027295

Procurement identifier (OCID): ocids-h6vhtk-02f20d

Published 1 November 2021, 11:25am

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

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

Scottish Public Pensions Agency

7 Tweedside Park, Tweedbank

Galashiels

TD1 3TE

#### **Contact**

Michelle Lee

#### **Email**

[michelle.lee@gov.scot](mailto:michelle.lee@gov.scot)

#### **Telephone**

+44 1896893000

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00385](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00385)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

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

Body governed by public law

**I.5) Main activity**

Other activity

To administer the pensions for employees of the National Health Service, Teachers', Police and Firefighters' schemes in Scotland.

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## **Section II: Object**

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

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

Provision of a Medical Advisory Service for Scottish Public Pension Agency

Reference number

SPPA/2027-09/2021-001

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

- 85000000 - Health and social work services

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

Services

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

Provision of a Medical Advisory Service to support the Contracting Authority's activities in administering the National Health Service (NHS) and Teachers' pension schemes in Scotland and determining the Local Government Pension Scheme (Scotland)'s (LGPS) Internal Disputes Resolution Procedure (IDRP)'s appeals. For the period 01 April 2022 to 31 March 2025. The Contracting Authority may, by giving notice to the Economic Operator, extend the period of the contract to a date falling no later than 31 March 2027. Subject to that constraint, the Contracting Authority may extend the period of the Contract on more than one occasion.

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

Value excluding VAT: £375,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 85000000 - Health and social work services

- 85100000 - Health services
- 85140000 - Miscellaneous health services
- 85147000 - Company health services

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

NUTS codes

- UKM - Scotland

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

Provision of a Medical Advisory Service to the Scottish Public Pensions Agency. The contract will not be divided into lots as Contract Management arrangements for this would be onerous for both the Contracting Authority and the Economic Operator in relation to the complexity, size and scope of the requirement.

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

Quality criterion - Name: Quality / Weighting: 60%

Price - Weighting: 40%

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

Value excluding VAT: £375,000

### **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 Contracting Authority may, by giving notice to the Economic Operator, extend the period of the Contract to a date falling no later than 31 March 2027. Subject to that

constraint, the Contracting Authority may extend the period of the Contract on more than one occasion.

**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.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Minimum level(s) of standards required:

Please refer to these statements when completing section 4B of the SPD (Scotland).

Statement for 4B.5.1, 4B.5.2 and 4B.5.3 : It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below.

Employer's (Compulsory) Liability Insurance = 5 million GBP

Public Liability Insurance = 1 million GBP

Professional Indemnity Insurance = 1 million GBP

<http://www.hse.gov.uk/pubns/hse40.pdf>

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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: Yes

### **IV.2) Administrative information**

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

Date

10 December 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

10 December 2021

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: SPPA may re-let this Contract at the end of the initial 3 year period and a contract notice will be published circa 9 months prior to the end of the initial period. If not, the extension period will be used and a contract notice will be published circa 9 months prior to the end of the final extension period.

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

Question Scoring methodology for Selection Criteria in SPD: pass/fail

Award Criteria is summarised herein and can be found in the ITT together with weightings

Selection Scoring methodology will be the following:

0 - Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 - Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2- Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 - Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 - Excellent. Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Please note there are minimum requirements concerning Cyber Security for this Contract to which a pass/fail marking will attach. Tenderers will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool. A link to CSPST can be found here:



<https://cyberassessment.gov.scot/>

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the Contract, based on the SPPA's assessment of cyber risk.

Further details will be set out in the procurement documents. A Contract condition for this procurement requires the Tenderer to comply with the minimum security requirements.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at <http://www.publiccontractsscotland.gov.uk>

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at [http://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](http://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

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(SC Ref:669497)

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

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

Sheriff Court House

Ettrick Terrace

Selkirk

TD7 4LE

Telephone

+44 1750721269

Country

United Kingdom