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Tender

## **Provision of an Occupational Health Services and Employee Assistance Programme**

Oxford City Council

F02: Contract notice

Notice identifier: 2022/S 000-027838

Procurement identifier (OCID): ocids-h6vhtk-0372cf

Published 4 October 2022, 1:58pm

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

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

Oxford City Council

Oxford City Council, St.Aldates

Oxford

OX1 1DS

#### **Email**

[procurement@oxford.gov.uk](mailto:procurement@oxford.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ14 - Oxfordshire

#### **Internet address(es)**

Main address

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

Buyer's address

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

### **I.3) Communication**

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

<https://procontract.due-north.com>

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>

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

Regional or local authority

### **I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of an Occupational Health Services and Employee Assistance Programme

Reference number

DN636038

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

- 85100000 - Health services

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

Services

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

This Contract is for the Provision of an Occupational Health (OH) and Employee Assistance Programme (EAP) for Oxford City Council and its entities Oxford Direct Services Limited (ODSL), Oxford Direct Services Trading Limited (ODSTL), Oxford City Housing Limited (OCHL) Trading as OX Place and Oxford City Housing Development Limited (OCHDL).

The contract will be divided into lots and suppliers are invited to bid for one of or both lots:

Lot 1: Occupational Health (OH)

Lot 2: Employee Assistance Programme (EAP)

#### **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 (OH)

Lot No

1

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

- 85100000 - Health services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The Council has invested significantly over the past few years in a variety of initiatives to support the health, wellbeing and physical and mental wellbeing of our workforce. This includes a current Occupational Health and Employee Assistance Programme (the contract expires in March 2023) Occupational Health and a series of Health & Wellbeing projects.

### **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

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 2 periods of 12 months, up to a maximum of 5 year total contract

### **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**

Employee Assistance Programme (EAP)

Lot No

2

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

- 85100000 - Health services

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

NUTS codes

- UKJ14 - Oxfordshire

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

Organisations are invited to submit proposals to deliver and maintain an all-inclusive Employee Assistance Programme that is tailored to meet the needs of our diverse workforce and offer a critical incident and trauma support service for individuals and/or group debriefs.

### **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

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 2 periods of 12 months, up to a maximum of 5 year total contract

**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: Yes

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

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

Date

3 November 2022

Local time

5:00pm

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

English

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

Date

3 November 2022

Local time

5:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Oxford City Council

Oxford

Country

United Kingdom