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Tender

ITT316 Appointment of an Occupational Health Provider (Staff occupational health)

University of Northampton

F02: Contract notice

Notice identifier: 2024/S 000-028679

Procurement identifier (OCID): ocds-h6vhtk-0498f1

Published 6 September 2024, 5:47pm

Section I: Contracting authority

I.1) Name and addresses

University of Northampton

University Drive

Northampton

NN1 5PH

Email

procurement@northampton.ac.uk

Country

United Kingdom

NUTS code

UKF24 - West Northamptonshire

Internet address(es)

Main address

www.northampton.ac.uk

Buyer's address

<https://in-tendhost.co.uk/universityofnorthampton/>

I.3) Communication

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

<https://in-tendhost.co.uk/universityofnorthampton.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofnorthampton.aspx/Home>

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://in-tendhost.co.uk/universityofnorthampton.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ITT316 Appointment of an Occupational Health Provider (Staff occupational health)

Reference number

ITT316

II.1.2) Main CPV code

- 85147000 - Company health services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Northampton is seeking an Occupational Health accredited single provider who is approved by Northamptonshire Local Government Pension Scheme Administrator Authority who can deliver a full Occupational Health service to approximately 2500 employees. Services required include pre-employment checks, management referrals, health surveillance, an employee assistance programme, mediation, counselling programmes. The Contract shall be for a period of 3 years with the possibility entirely at the University's discretion for up to 2 further 1 year extensions.

II.1.5) Estimated total value

Value excluding VAT: £270,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 85147000 - Company health services
- 85140000 - Miscellaneous health services
- 85100000 - Health services
- 75122000 - Administrative healthcare services

II.2.3) Place of performance

NUTS codes

- UKF24 - West Northamptonshire

Main site or place of performance

Northampton

II.2.4) Description of the procurement

The University of Northampton is seeking an Occupational Health accredited single provider who is approved by Northamptonshire Local Government Pension Scheme Administrator Authority who can deliver a full Occupational Health service to approximately 2500 employees. Services required include pre-employment checks, management referrals, health surveillance, an employee assistance programme, mediation, counselling programmes. The University requires provision of a secure on-line portal to manage communications with, and be made available to individual UON staff members for health surveillance purposes. The Contract shall be for a period of 3 years with the possibility entirely at the University's discretion for up to 2 further 1 year extensions.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £270,000

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

The contract may be extended at the University's discretion for a further 2 x 12 month extensions.

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

Tender is published on <https://in-tendhost.co.uk/universityofnorthampton>. Please register your organisation, once registration is accepted you can access the tender documents. The University envisages a 36 month contract with the option to extend by 2 further 12 month periods.

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

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

Accelerated procedure

Justification:

Due to internal considerations the University is using an accelerated 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

25 September 2024

Local time

5:00pm

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

25 September 2024

Local time

5:00pm

Place

Please see tender documentation for further information. When submitting your Stage response all sections of the documents must be fully completed and signed. Please ensure your tender return is submitted by the tender return date and time, please refer to the tender document for procedure for the submission of tenders.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The University reserves the right to cancel or amend this procurement at any stage and to not award the contract in whole or in part, and does not bind itself to accept any tender. The University shall not be liable for any costs or expenses (of any nature) incurred by any prospective service provider (or any of its consortium members or sub-contractors) in responding to this notice or in participating in this procurement process, including (without limitation) if the University cancels or amends this procurement process or makes no contract award.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Procurement process will incorporate a standstill period at the point that notification of the proposed award of the contract is communicated to tenderers. That notification will provide information on the award decision as is required by the Public Contracts Regulations 2015.

