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Tender

## **Occupational Health Service**

North Tyneside Council

F02: Contract notice

Notice identifier: 2022/S 000-031249

Procurement identifier (OCID): ocds-h6vhtk-037f39

Published 4 November 2022, 2:09pm

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

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

North Tyneside Council

Quadrant, Cobalt Business Park, The Silverlink North

North Tyneside

NE27 0BY

#### **Contact**

Mrs Judith Robson

#### **Email**

[judith.robson@northtyneside.gov.uk](mailto:judith.robson@northtyneside.gov.uk)

#### **Telephone**

+44 1916435660

#### **Country**

United Kingdom

**Region code**

UKC2 - Northumberland and Tyne and Wear

**Internet address(es)**

Main address

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

Buyer's address

<http://www.northtyneside.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**

Occupational Health Service

Reference number

DN641394

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

- 79414000 - Human resources management consultancy services

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

Services

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

has a requirement to procure a professional Occupational Health service, which includes the provision of an Employee Assistance Programme (EAP) in order that we, as an employer, meet our responsibilities for the health, safety and wellbeing of our employees.

Access to the Occupational Health service is extended to colleagues in North Tyneside Schools who buy into a service level agreement for Health and Safety services delivered by the North Tyneside Council Health and Safety Team.

The role of the Occupational Health Service Contractor will be to provide advice and recommendations to management to consider and to provide health and wellbeing support to colleagues.

We are seeking offers from appropriate organisations for the provision of these services on a contractual basis. Such organisations may sub-contract part of these services to another organisation, providing they meet the requirements of our service specification.

We employ an in-house Occupational Health Coordinator who manages the day-to-day operations of the service and acts as the operational point of contact between management, colleagues and the service provider and is our internal OH representative at Authority meetings and forums. This role will continue and it is expected that the Occupational Health Service Contractor works with our colleague to ensure the smooth running of the service

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

Value excluding VAT: £700,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

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

The scope of this tender covers the provision of a comprehensive range of Occupational Health services. It is expected that these services can be delivered through a combination of face-to-face appointments as well as via remote appointments using telephone / virtual technology, as appropriate to the nature of the appointment. Provision should include pre-employment screening; medical referrals; fitness for task assessments; ill-health retirement assessments; case conferences; policy guidance and best practice advice; employee assistance programme; provision of immunisation and vaccinations appropriate to the workplace; and a health surveillance programme.

### **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: £700,000

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

Start date

1 April 2023

End date

31 March 2026

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

The Authority's may, in its absolute discretion, extend this Contract for a further period (or further periods) of up to two years.

**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

9 December 2022

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

9 December 2022

Local time

12:00pm

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## **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**

Royal Courts of Justice

Strand

London

Country

United Kingdom