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Tender

## **SPS-02193 Occupational Health Services (OHS) Framework Agreement**

Scottish Prison Service  
Scottish Government  
Historic Environment Scotland  
Scottish Parliamentary Corporate Body  
Crown Office and Procurator Fiscal Service  
Scottish Courts and Tribunals Service

F02: Contract notice

Notice identifier: 2024/S 000-033173

Procurement identifier (OCID): ocids-h6vhtk-047055

Published 15 October 2024, 3:05pm

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

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

Scottish Prison Service  
  
One Lochside, 1 Lochside Avenue  
  
Edinburgh

#### **Contact**

Catharine Dempsey

#### **Email**

[catharine.dempsey@prisons.gov.scot](mailto:catharine.dempsey@prisons.gov.scot)

#### **Telephone**

+44 1313303572

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00384](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384)

**I.1) Name and addresses**

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

**Email**

[ScottishProcurement@gov.scot](mailto:ScottishProcurement@gov.scot)

**Telephone**

+44 1412420133

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**I.1) Name and addresses**

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

**Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

**Telephone**

+44 1316688866

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

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

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

#### **Email**

[procurement@parliament.scot](mailto:procurement@parliament.scot)

#### **Telephone**

+44 1313486509

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

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

Main address

<http://www.parliament.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10284](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284)

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

Crown Office and Procurator Fiscal Service

Crown Office, 25 Chambers Street

Edinburgh

EH1 1LA

**Email**

[procurementreturns@copfs.gov.uk](mailto:procurementreturns@copfs.gov.uk)

**Telephone**

+44 3000203000

**Fax**

+44 8445614069

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00292](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00292)

**I.1) Name and addresses**

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

**Email**

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

**Telephone**

+44 1314443300

**Fax**

+44 8445614069

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00396](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00396)

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

The contract involves joint procurement

**I.3) Communication**

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

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

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

National or federal Agency/Office

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

Public order and safety

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## **Section II: Object**

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

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

SPS-02193 Occupational Health Services (OHS) Framework Agreement

Reference number

SPS-02193

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

- 85100000 - Health services

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

Services

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

SPS are leading a collaborative procurement on behalf of a range of Scottish public bodies (circa 40 Collaborative Partners) to secure a provider of Occupational Health Services. The services include (but are not limited to):

- OH case referrals by OH Doctors and/or Nurses;
- pre-employment medical screening;

- advising re ill health retirements;
- various forms of statutory & non-statutory health surveillance;
- Health & Lifestyle screening;
- Vaccinations;
- Health promotion activity;
- provision of specialist assessment, diagnostic testing & therapies such as psychology, physiotherapy, etc; and
- general OH advice to the public bodies using the Framework.

Services will be provided across Scotland as required (within agreed service levels) in response to client need.

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM - Scotland

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

SPS are leading on this procurement process with the intention of awarding a Framework Agreement which reflects a single LOT for all Services. The OH provider may work with selected partners or to sub-contract elements of the work to provide availability of services to the partner organisations across Scotland.

Following publication of this Prior Information Notice (PIN) a Contract Notice will be issued following on with an Invitation to Tender(ITT) including the Single Procurement Document (SPD). The ITT will be published by SPS and will be made available to bidders via the Public Contract Scotland Tender (PCS-T) portal. Tender responses will then be evaluated by the SPS, Scottish Government (SG), Historic Environment Scotland (HES), Scottish Parliament, Scottish Courts and Tribunal Service (SCTS) and Crown Office & Procurator Fiscal Service (COPFS) in accordance with the evaluation methods outlined in the ITT.

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

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: 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**

Full details of requirements will be available on publish of the ITT via PCS-T.

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Bidders shall:

-be registered and accredited by Safe, Effective and Quality Occupational Health Service

(SEQOHS);

-ISO 9001 Quality Management System;

-Cyber Essentials Plus; and

-ISO 27001 or equivalent.

### **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

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

### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Medical staff shall be appropriately qualified & registered with the General Medical Council or the Royal College of Nursing/Nursing & Midwifery Council (as role appropriate).

Occupational Health (OH) support staff will be suitably trained, experienced & supervised relative to the role. All disciplines will be able to evidence continuing OH development & appraisal as required by their professional body.

### **III.2.2) Contract performance conditions**

As stated in the procurement documents

### **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.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-018558](#)

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

Date

18 November 2024

Local time

10:00am

#### **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

18 November 2024

Local time

10:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The Purchasing Authority is acting on behalf of the following organisations:

The Scottish Prison Service is contracting for itself AND on behalf of other contracting authorities as detailed below:

The Scottish Ministers (including Agencies), Scottish Non-Departmental Public Bodies, offices in the Scottish Administration which are not ministerial offices, cross-border public authorities within the meaning of section 88(5) of the Scotland Act 1998, the Scotland Office, the Crown Estate, the Scottish Parliamentary Corporate Body, special health boards, Forestry Commission, Advanced Procurement for Universities and Colleges, Scottish Futures Trust, Student Loans Company Ltd, the Commissioners of Northern Lighthouses, Scottish Ambulance Service, Business Stream Ltd, any public body established by or under the Scotland Act 1998 or any Act of the Scottish Parliament, any association of or formed by one or more of the above, bodies financed wholly or mainly by one or more of the above, bodies subject to management supervision by one or more of the above and bodies more than half of the board of directors or members of which, or, in the case of a group of individuals, more than half of those individuals, being appointed by one or more of the above.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27757. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:780668)

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

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

Edinburgh Sheriff Court

Chalmers Street

Edinburgh

EH1 1LB

Country

United Kingdom

Internet address

[www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court](http://www.scotcourts.gov.uk/the-courts/sheriff-court/find-a-court)