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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

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

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

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

I.1) Name and addresses

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

Email

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

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Email

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

I.1) Name and addresses

Crown Office and Procurator Fiscal Service

Crown Office, 25 Chambers Street

Edinburgh

EH1 1LA

Email

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

I.1) Name and addresses

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

Email

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

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

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.

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

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

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