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Tender

PQ0618 - Provision of Occupational Health Physician(s)

Birmingham City Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-035043

Procurement identifier (OCID): ocds-h6vhtk-055354 ([view related notices](#))

Published 25 June 2025, 12:35pm

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Scope

Reference

PQ0618

Description

Birmingham City Council (the Council) is seeking to appoint an organisation for the provision of Occupational Health Physicians(s).

Birmingham City Council's Occupational Health Service requires the regular provision of a qualified Occupational Health Physician(s) to support the delivery of a professional Occupational Health Service to Birmingham City Council's managers and employees and its partners, including Schools and Academies across the City and some small charity organisations. As the team operate a partial chargeable service, this stakeholder group may fluctuate in breadth and volume. Please refer to the essential criteria and service outputs required for this requirement below.

Birmingham City Council Occupational Health Service is based at Ashted Lock, Dartmouth Middleway, Birmingham. The delivery of service is predominantly conducted by way of telephone or virtual consultation, except for Health Surveillance, however, where a face-to-face consultation is deemed necessary, clinics will be held at Ashted Lock.

We aim to offer appointment times to meet business needs, and most appointments operate between 09:00 and 17:00 hours. There may be an occasional requirement for service to be delivered outside of these times.

The service operates a non-review culture in the provision of the Occupational Health service unless the clinical need necessitates otherwise.

Referral rates fluctuate throughout the year, and this contract would be called upon in accordance with these fluctuations in demand for service delivery. It is anticipated that practitioners will be called upon to complete more than the average weekly hours in busy periods and less than the average hours in quiet periods. Either party must provide a minimum of 5 clear working days' notice of cancellation of planned work.

Birmingham City Council Occupational Health Service is accredited by SEQOSH and operates within these industry governance standards. Any professional working within the service will be expected to adhere to these standards and local protocols and procedures and have a very good understanding of clinical governance which underpins such accreditation.

The Occupational Health Physician's practice will be audited in line with our practice, governance and SEQOSH standards.

Birmingham City Council Occupational Health's referrals are submitted, managed and processed within Birmingham City Council's Occupational Health Management system, Cority.

It is essential that all occupational health physicians are members of relevant professional bodies equivalent to their area of expertise throughout the lifetime of the contract.

This contract will be for a period of 2 years commencing 1st August 2025 until 30th July 2026.

The Council will be using its free to use e-tendering system (in-tend) for the administration of this procurement process and potential suppliers must register with the system to be able to express an interest. If you wish to express an interest in this opportunity, please click on the following link to access <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register. You will then be able to log on which will enable you to download all relevant quotation documentation.

If you are unable to register with In-tend or have any questions or problems on how to use this web site please either email us at: cps@birmingham.gov.uk

Your completed tender submission should be returned by noon on 16th July 2025 via the 'in-tend' system <https://in-tendhost.co.uk/birminghamcc>

Total value (estimated)

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 30 July 2026
- 11 months, 30 days

Main procurement category

Services

CPV classifications

- 71317200 - Health and safety services
- 71317210 - Health and safety consultancy services
- 79414000 - Human resources management consultancy services
- 79625000 - Supply services of medical personnel
- 85000000 - Health and social work services

- 85100000 - Health services
- 85140000 - Miscellaneous health services
- 85147000 - Company health services
- 85323000 - Community health services

Contract locations

- UKG31 - Birmingham

Submission

Enquiry deadline

9 July 2025, 12:00pm

Tender submission deadline

16 July 2025, 12:00pm

Submission address and any special instructions

This Request for Quotations is being issued using the Council's e-tendering system 'In-tend' and organisations must ensure that they are registered users. The procurement process will be managed using this system and therefore all bids must be submitted by Tenderers via the 'in-tend' system. <https://in-tendhost.co.uk/birminghamcc> Registration and use of in-tend is free. All correspondence for this procurement process must be via the in-tend correspondence function and you should not contact any individual directly either by email or by telephone. If you are already a registered user, you do not have to re-register. If you are unable to register with in-tend or are experiencing difficulties, please email the etendering@birmingham.gov.uk. Deadline for request for quotation is noon on 16th July 2025.

Tenders may be submitted electronically

Yes

Award criteria

The award criteria carries a total weighting of 100%, this is split between the following sections: The overall weighting for the quality criteria is 70%. The overall weighting for the price criteria is 30% For full details please refer to the procurement documents.

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Birmingham City Council

- Public Procurement Organisation Number: PCJJ-4826-QMLZ

Council House, 1 Victoria Square

Birmingham

B1 1BB

United Kingdom

Contact name: Commercial and Procurement Services

Email: etendering@birmingham.gov.uk

Website: <https://in-tendhost.co.uk/birminghamcc/>

Region: UKG31 - Birmingham

Organisation type: Public authority - sub-central government