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Tender

Occupational Health Service and Employee Assistance Scheme

Bath and North East Somerset Council

F02: Contract notice

Notice identifier: 2023/S 000-035823

Procurement identifier (OCID): ocids-h6vhtk-0421dd

Published 5 December 2023, 3:33pm

Section I: Contracting authority

I.1) Name and addresses

Bath and North East Somerset Council

Guildhall, High Street

Bath

BA1 5AW

Contact

Ms Jo Griffin

Email

jo_griffin@bathnes.gov.uk

Country

United Kingdom

Region code

UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Internet address(es)

Main address

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

Buyer's address

<http://www.bathnes.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/Advert/Index?advertId=5eb571f9-7a93-ee11-8125-005056b64545>

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/Advert/Index?advertId=5eb571f9-7a93-ee11-8125-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Occupational Health Service and Employee Assistance Scheme

Reference number

DN702317

II.1.2) Main CPV code

- 85100000 - Health services
 - AA01 - Metal

II.1.3) Type of contract

Services

II.1.4) Short description

The Council wishes to establish a Contract for the provision of a full Occupational Health (OH) Service and Employee Assistance Programme (EAP) for all employees.

The aim of the Occupational Health Service is to provide a pro-active professional, comprehensive and high quality health and wellbeing service, including medical and health assessments, health surveillance and other health and wellbeing initiatives, counselling, and advice to council managers and staff on a range of Occupational Health related issues which meets the needs of the Council and supports it with:

- Managing and minimising sickness absence
- Promoting and enhancing the health and wellbeing of its staff
- Complying with legislative requirements
- Managing cases of incapability caused by sickness, including ill-health retirement
- Advising on matters relating to workplace injuries/incidents

The EAP enables the Council to provide independent support and information for staff, in particular telephone and face-to-face counselling on a confidential basis. The Council is not required to have an EAP provider in the same way as an OH provider, however for any employees suffering from stress being able to self-refer to EAP forms an important part of the Council's offer to staff and fits with the Council's 'Supportive' values.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Lot No

1

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

II.2.4) Description of the procurement

The aim of the Occupational Health Service is to provide a pro-active professional, comprehensive and high quality health and wellbeing service, including medical and health assessments, health surveillance and other health and wellbeing initiatives, counselling, and advice to council managers and staff on a range of Occupational Health related issues which meets the needs of the Council and supports it with:

- Managing and minimising sickness absence
- Promoting and enhancing the health and wellbeing of its staff
- Complying with legislative requirements
- Managing cases of incapability caused by sickness, including ill-health retirement
- Advising on matters relating to workplace injuries/incidents

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: £750,000

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

A possible two 12 month extensions are available

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) Description

II.2.1) Title

Lot No

2

II.2.2) Additional CPV code(s)

- 85147000 - Company health services

II.2.3) Place of performance

NUTS codes

- UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

II.2.4) Description of the procurement

The EAP enables the Council to provide independent support and information for staff, in particular telephone and face-to-face counselling on a confidential basis. The Council is not required to have an EAP provider in the same way as an OH provider, however for any employees suffering from stress being able to self-refer to EAP forms an important part of the Council's offer to staff and fits with the Council's 'Supportive' values.

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: £95,000

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

A possible two 12 month extensions are available

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

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: No

IV.2) Administrative information

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

Date

15 January 2024

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

15 January 2024

Local time

12:00pm

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

Bath & North East Somerset Council

Bath

Country

United Kingdom