

United Kingdom-Hamilton: Company health services

OJ S 243/2016 16/12/2016

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: South Lanarkshire Council

Postal address: Council Headquarters, Almada Street

Town: Hamilton

NUTS code: UKM38 South Lanarkshire

Postal code: ML3 0AA

Country: United Kingdom

E-mail: kenny.govan@southlansrshire.gov.uk

Telephone: +44 1698454184

Internet address(es):Main address: <http://www.southlanarkshire.gov.uk>Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410**I.1. Name and addresses**

Official name: South Lanarkshire Leisure and Culture Limited

Postal address: Floor 1, North Stand, Cadzow Avenue

Town: Hamilton

NUTS code: UKM38 South Lanarkshire

Postal code: ML3 0LX

Country: United Kingdom

E-mail: customer.services@southlanarkshireleisure.co.uk

Telephone: +44 1698476262

Fax: +44 1698476198

Internet address(es):Main address: www.slleisureandculture.co.ukAddress of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA24203**I.2. Information about joint procurement**

The contract involves joint procurement

I.3. CommunicationThe 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 abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: <https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

Other activity: Occupational Health Services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Provision of Occupational Health Services.
Reference number: SLC/PS/FINCOR/16/151

II.1.2. Main CPV code

85147000 Company health services

II.1.3. Type of contract

Services

II.1.4. Short description

Tenders are invited for the provision of independent occupational health services to undertake employee ill health retirement assessments, complete S18 pension forms (as appropriate) and provide a written outcome as to whether or not the employee qualifies for ill health retirement. Occupational Health Nurse services are also required for the assessment of pre employment questionnaires and health surveillance relating to areas such as Hand Arm Vibration, Lung Functioning and Audio metrics.

II.1.5. Estimated total value

Value excluding VAT: 200 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKM38 South Lanarkshire
Main site or place of performance: Hamilton.

II.2.4. Description of the procurement

Tenders are invited for the provision of independent occupational health services to undertake employee ill health retirement assessments, complete S18 pension forms (as appropriate) and provide a written outcome as to whether or not the employee qualifies for ill health retirement. It is possible that periods of cover will be required for the Council's Occupational Nurse to cover leave/periods of absence.

II.2.5. Award criteria

Criteria below
Quality criterion - Name: Quality/Technical / Weighting: 70

Price - Weighting: 30

II.2.6. Estimated value

Value excluding VAT: 200 000,00 GBP

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:

Possible extension of a further 24 months dependant on funding and performance.

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

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:

ESPD Question 4A.1 Trade Registers.

It is a requirement of this tender that if the bidder is UK based they must hold a valid registration with Companies House. Where the bidder is UK based but not registered at Companies House they must be able to verify to the Councils satisfaction that they are trading from the address provided in the tender and under the company name given.

If the bidder is based out-with the UK they must be enrolled in the relevant professional or trade register appropriate to their country as described in Schedule 5 of the Public Contracts (Scotland) Regulations 2015.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

ESPD Question 4B.4 Economic and Financial.

The Council will use the following ratios to evaluate a bidders financial status. Bidders must confirm within their response to the relevant question within the Qualification Envelope that as a minimum, 2 out of the 3 ratios can be met and what the value of each ratio is.

The 3 ratios to be evaluated are:

Profitability — this is taken as profit after tax but before dividends and minority interests. If a company makes a profit then it is a pass for this ratio.

Liquidity — this is calculated as current assets less stock and work in progress, divided by current liabilities. If the answer is greater than or equal to one then it is a pass for this ratio.

Gearing — this is calculated as the total external secured borrowing (short term and long term) divided by shareholder funds expressed as a percentage. If the answer is less than or equal to 100 % it is considered a pass for this ratio.

Minimum level(s) of standards possibly required:

Where 2 out of the 3 ratios cannot be met, the Council may take the undernoted into consideration when assessing financial viability and the risk to the Council, providing that the Bidder can supply evidence to substantiate any of the mitigating criteria when requested to do so. The following list is not exhaustive and other criteria may be considered where proposed by a bidder as mitigating factors:

Would the bidder have passed the checks if prior year accounts had been used?

Were any of the poor appraisal outcomes 'marginal'?

Does the bidder operate in a market which, traditionally, requires lower liquidity or higher debt finance?

Does the bidder have sufficient reserves to sustain losses for a number of years?

Does the bidder have a healthy cash-flow?

Is the bidder profitable enough to finance the interest on its debt?

Is most of the bidder's debt owed to group companies?

Is the bidder's debt due to be repaid over a number of years, and affordable?

Have the bidder's results been adversely affected by 'one off costs' and / or 'one off accounting treatments'?

Do the bidder's auditors (where applicable) consider it to be a 'going concern'?

Do Keynote (where applicable) consider the bidder to be a 'going concern'?

Will the bidder provide a Parent Company Guarantee?

Is the bidder the single supplier/source of the Goods/Works/Services in the marketplace?

The Council will request submission of and assess the bidders financial accounts, and may use Keynote or similar financial verification systems to validate the information provided.

The bidder must confirm that they have or will commit to obtain prior to the commencement of the contract, the following levels of Insurance Cover:

Employer's Liability Insurance covering the death of or bodily injuries to employees of the bidder arising out of and in the course of their employment in connection with this contract to the level of 1 000 000 GBP in respect of each claim, without limit to the number of claims.

Public Liability Insurance covering the death of or bodily injury to a person (not an employee of the bidder) or loss of or damage to property resulting from an action or failure to take action by the bidder to the level of 5 000 000 GBP in respect of each claim, without limit to the number of claims.

Professional Indemnity/Medical Malpractice Insurance covering the failure of the bidder to use the skill and care normally used by professionals providing the services described in this tender to the level of 5 000 000 GBP in respect of each claim, without limit to the number of claims.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

ESPD Question 4C.1.2 Technical and Professional Ability.

With reference to the nature and details of the supplies/services that are the subject matter of this tender, relevant examples are to be provided of the supplies/services undertaken by the bidder in the last 3 years.

Minimum level(s) of standards possibly required:

The Bidder will provide evidence demonstrating their relevant experience of delivering all aspects of the Services as defined in the Scope. Specific details should be provided of a minimum of 2 similar projects carried out, preferably on behalf of Public Sector Bodies, and should included details of contract durations and values which will evidence that the bidder is capable and has capacity to undertake the services included in this tender.

It is a requirement of this tender that the bidder recommended for award completes and submits, when requested to by the Council, the PVG declaration prior to any award being made.

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:

ESPD Question 4C.6.

It is a mandatory requirement of this contract that each person who is employed to undertake this service on behalf of the Bidder recommended for award must hold a minimum qualification of the Diploma in Occupational Medicine and must be registered with the GMC with a current licence to practice.

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

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: 16/01/2017 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

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: 16/01/2017 Local time: 12:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

4 Years.

VI.2. Information about electronic workflows

- Electronic ordering will be used
- Electronic invoicing will be accepted
- Electronic payment will be used

VI.3. Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

ESPD Questions 3A — 3C have been identified as mandatory exclusion grounds and ESPD Questions 3D have been identified as discretionary exclusion grounds. All the exclusion grounds will be assessed on a PASS/FAIL basis. For the mandatory exclusion grounds a bid will be excluded where the bidder fails to provide either a positive response or to provide details to the satisfaction of the Council of the self cleansing measures undertaken. For the discretionary exclusion grounds a bid may be excluded where the bidder fails to provide either a positive response or if the Council is not satisfied as to the self cleansing measures undertaken.

Prior to any award being made the successful bidder will provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Envelope.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

ESPD Question 2D.1 Prompt Payment Certificate.

Declaration Section Form of Tender.

ESPD Question 3D.11 Non-Collusion Certificate.

ESPD Questions 3A.1 to 3A.8 Serious and Organised Crime Declaration.

ESPD Question 4C.6 Protection of Vulnerable Groups (Scotland) Act 2007 Declaration.

This information will not be required to be uploaded and submitted with the bid, but will instead be requested by the Council following the conclusion of the evaluation of the Qualification, Technical and Commercial Envelopes and prior to the award of the tender.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the ESPD will invalidate the bid. In this scenario the Council will seek to obtain the relevant information and evidence from the second highest scoring bidder and so on until a fully compliant bidder is identified.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 7352. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The Contracting Authority does not intend to include a sub-contract clause in this contract. (SC Ref: 474386).

VI.4. Procedures for review

VI.4.1. Review body

Official name: South Lanarkshire Council

Postal address: Council Headquarters, Almada Street

Town: Hamilton

Postal code: ML3 0AA

Country: United Kingdom

Telephone: +44 1698454184

Internet address: <http://www.southlanarkshire.gov.uk>

VI.5. Date of dispatch of this notice

12/12/2016

