

**TITLE OF REPORT:** Tenders for the Supply of Goods and Services

**REPORT OF:** Mike Barker, Strategic Director, Corporate Services and Governance

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### **Purpose of the Report**

1. The purpose of this report is to ask Cabinet to consider the tenders received for the contract for the Provision of Occupational Health Physician Services.
2. The background to this contract is contained in the attached appendix.

### **Proposal**

3. Cabinet is asked to agree and note the recommendations below.

### **Recommendations**

4. It is recommended Cabinet agree the tender from Medicals Plus, Gateshead be accepted for the contract for the Provision of Corporate Physiotherapy Services is for a 24 month period commencing 1 April 2019 with the option to extend for a further 2 x 12 month periods.

For the following reason:

A comprehensive evaluation of the tenders received has been undertaken. The recommended tender is the most economically advantageous tender submitted.

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## **APPENDIX 1**

### **Policy Context**

1. The contract for the provision of Occupational Health Physician service has been organised in accordance with the Council's Consolidated Procurement Policy.

### **Background**

2. The contract is for a 24 month period commencing 1<sup>st</sup> April 2019 with the option to extend for a further 2 x 12 month periods.
3. This contract will cover the requirements of the Occupational Health Unit, based at the Civic Centre, Gateshead, which is part of Human Resources & Workforce Development. The Council is currently looking to appoint a Lead Occupational Health Physician for 1 day per week and a Second Occupational Health Physician for ½ a day per fortnight. The service they will deliver will focus on supporting the Council to manage ill health retirement cases, conducting statutory and other medical examinations and providing advice and guidance on the implications of individual employee sickness cases.
4. The estimated annual value of the contract is £55,000
5. Tenders were received from the following companies:  
  
EQ8 Medicals, Lancashire  
Medicals Plus, Gateshead  
The Newcastle upon Tyne hospitals NHS Foundation Trust, Newcastle
6. A comprehensive evaluation of the tenders has been undertaken against the following criteria:
  - Mandatory requirements: Grounds for Exclusion, Modern Slavery Act 2015, Insurance, Health and Safety, Environmental Management, Compliance with Equality Legislation and Technical and Professional Ability.
  - Quality requirements including Overall Approach to providing the Contract, Methods of Working, Contingency Plans for ensuring Delivery of the Contract, Medical Reports, Understanding of Government Pension Scheme and Ill Health Retirements and Published Work.
  - Price

### **Consultation**

7. There has been no external consultation

### **Alternative Options**

8. The anticipated overall value of this contract exceeds the threshold requiring competitive tenders to be invited in accordance with the EU Public Procurement Directives; therefore there are no alternative options.

## **Implications of Recommended Option**

### **9. Resources:**

- a) **Financial Implications –** The Strategic Director, Corporate Resources, confirms that there are no additional financial implications arising from this report.
- b) **Human Resources Implications –** The procurement of this service will assist the Council to continue to prevent and manage the sickness of employees,
- c) **Property Implications - Nil**

### **10. Risk Management Implication – Nil**

### **11. Equality and Diversity Implications –** The recommended tenderer meets the legal obligations of the Equality Act 2010.

### **12. Crime and Disorder Implications – Nil**

### **13. Health Implications - Nil**

### **14. Sustainability Implications – Nil**

### **15. Human Rights Implications - Nil**

### **16. Area and Ward Implications -Nil**

## **Background Information**

- 17. The documents that have been relied on in the preparation of the report include the tenders that were received.