

**UK-Worcester: Pharmacy services**

OJ S 4/2013 05/01/2013

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Worcestershire Health &amp; Care NHS Trust

Postal address: Isaac Maddox House, Shrub Hill Road

Town: Worcester

Postal code: WR4 9RW

Country: United Kingdom

For the attention of: Sanjeev Narwal

E-mail: [sanjeev.narwal@healthtrusteurope.com](mailto:sanjeev.narwal@healthtrusteurope.com)

Telephone: +44 7908115360

Fax: +44 1216871345

**Internet address(es):**General address of the contracting authority: <https://healthtrusteurope.bravosolution.co.uk>**Additional information can be obtained from:**

the abovementioned address

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

the abovementioned address

**Tenders or requests to participate must be submitted:** the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Health

Other: Please refer to Section II.1.5

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Worcestershire Health &amp; Care NHS Trust Pharmacy Service.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 25: Health and social services

Main site or place of performance: Worcestershire Health and Care NHS Trust (WHCT)

The sites will be the following:

Worcestershire Mental Health Partnership NHS Trust

Worcestershire Community Hospitals  
Worcestershire Prison Service.  
NUTS code UKG West Midlands (England)

### **II.1.3. Information about a framework agreement or a dynamic purchasing system**

The notice involves a public contract

### **II.1.4. Information about framework agreement**

#### **II.1.5. Short description of the contract or purchase(s)**

Worcestershire Health and Care NHS Trust (WHCT) is seeking to award a contract for 48 months with two separate 12 month extension periods. Therefore, the potential total length of contract for each LOT would be 6 years. Each LOT would be awarded at the same time.

HealthTrust Europe ('HTE') acting as a provider of procurement services to Worcestershire Health and Care NHS Trust (WHCT) is seeking to award a contract for Pharmacy Dispensing Services for the mentioned sites in this notice.

The estimated annual value of the contract is c £ 600,000 with a drug dispensing spend of £ 2.63 m per annum.

Number of sites for each contract:

Prisons – 2 sites

Mental health-18 sites

Community Hospitals- 5 sites

Scope of procurement:

Prisons: procurement of drugs and medicinal products including containers: supply of stock medication including over-labelled stock and controlled drugs: dispensing of named patient medication: transport: out of hours service: invoicing: medicines information; action and implementation of drug and patient safety alerts; management of specialist drugs  
Mental Health: procurement of drugs and medicinal products including containers; supply of stock medication including over-labelled stock, packed-down stock and controlled drugs; dispensing of named patient medication; transport; out of hours service; invoicing; medicines information; provision of pharmacy top-up service to include stock rotation, stock control and stock reconciliation; action and implementation of drug and patient safety alerts; management of specialist drugs.

Community Hospitals: procurement of drugs and medicinal products including containers; supply of stock medication including over-labelled stock and controlled drugs; dispensing of named patient medication; transport; out of hours service; invoicing, medicines information; provision of pharmacy top-up service to include stock rotation, stock control and stock reconciliation; action and implementation of drug and patient safety alerts; management of specialist drugs.

Drug costs- based on 2011-2012 data:

Prisons £ 761 000.00

MH £ 1 145 800.00

Comm hosp £ 730 000.00.

#### **II.1.6. CPV code(s)**

85149000 Pharmacy services

#### **II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

#### **II.1.8. Lots**

This contract is divided into lots: yes  
Tenders may be submitted for one or more lots

#### **II.1.9. Information about variants**

Variants will be accepted: no

#### **II.2. Scope of the procurement**

##### **II.2.1. Total quantity or scope**

The service currently is costing in the region of c £ 600,000 per annum across the three sites. The drug dispensing spend across the three sites is approx. c £2.63m per annum. These figures are provided for reference only and do not constitute a guarantee of future volume or spending.

##### **II.2.2. Information about options**

##### **II.2.3. Information about renewals**

#### **II.3. Duration of the contract or time limit for completion**

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Prison Service and Mental Health.

##### **1) Short description**

Worcestershire Mental Health (18 sites) and Worcestershire Prison Service (2 sites).

Mental Health: procurement of drugs and medicinal products including containers; supply of stock medication including over-labelled stock, packed-down stock and controlled drugs; dispensing of named patient medication; transport; out of hours service; invoicing; medicines information; provision of pharmacy top-up service to include stock rotation, stock control and stock reconciliation; action and implementation of drug and patient safety alerts; management of specialist drugs.

Prisons: procurement of drugs and medicinal products including containers: supply of stock medication including over-labelled stock and controlled drugs: dispensing of named patient medication: transport: out of hours service: invoicing: medicines information; action and implementation of drug and patient safety alerts; management of specialist drugs.

##### **2) CPV code(s)**

85149000 Pharmacy services

##### **3) Quantity or scope**

The service currently is costing in the region of c £ 420,000 per annum across the Mental Health and Prison Service. The drug dispensing spend across the sites is approx. c £1.8 m per annum. These figures are provided for reference only and do not constitute a guarantee of future volume or spending.

##### **4) Indication about different time frame or duration**

##### **5) Additional information about lots**

The contract as defined in this notice will be entered into by Worcestershire Health and Care NHS Trust. HTE has been appointed by Worcestershire Health and Care NHS Trust as a provider of procurement services to carry out certain procurement function in relation to this contract. The contract conditions will be set out in the ITT. It is the intention to include

certain contractual provisions regarding an Activity Based Income Charge, payable by the supplier(s) to HTE management charge, which may be applied to purchases made under the contract awarded. Further details will be made available via the contract documentation and information released during the course of the tender process. If and when this requirement is offered to tender, this may be done in whole or in part via electronic means using the Internet and may be through the medium of an electronic reverse auction. Submission of expressions of interest and procurement specific information: This exercise will be conducted on the HTE portal. Candidates wishing to be considered must register their expression of interest as follows: Register on the HTE portal at <https://healthtrusteurope.bravosolution.co.uk>. Login to the portal with the username /password. Click the PQQs/ITTs Open to All Suppliers link. These are the PQQs/ITTs open to any registered supplier. Click on the relevant PQQ/ ITT to access the content. Click the Express Interest button at the top of the page. This will move the PQQ/ITT into your My PQQs/My ITTS page. You can access any attachments by clicking Buyer Attachments (if required in III.2.1.1.ii) in the PQQ/ITT Details box. Follow the onscreen instructions to complete the PQQ/ITT. Submit your reply using the Submit Response button at the top of the page. If you require any further advice, contact the e-Tendering Help Desk.

Candidates are advised that the Trust is subject to the Freedom of Information Act2000 (the Act). If a candidate considers that any of the information supplied as part of this procurement procedure should not be disclosed because of its commercial sensitivity, confidentiality or otherwise, they must, when providing this information, clearly identify the specific information they do not wish to be disclosed and clearly specify the reasons for its sensitivity. The Trust shall take such statements into consideration in the event that it receives a request pursuant to the Act which relates to the information provided by the interested party. Please note, it is not sufficient to include a statement of confidentiality encompassing all the information provided in the response.

The Trust shall not be responsible for any costs, charges or expenses incurred by candidates or tenderers and accepts no liability for any costs, charges or expenses, irrespective of the outcome of the competition, or if the competition is cancelled or postponed. All dates and time periods specified in this notice are only provisional and the Trust reserves the right to change these.

The Trust reserves the right to not award any or part of this contract. Tenders and all supporting documentation must be priced in sterling and all payments will be made in sterling.

Lot No: 2

Lot title: Community Hospitals

**1) Short description**

Community Hospitals (5 sites)

Community Hospitals: procurement of drugs and medicinal products including containers; supply of stock medication including over-labelled stock and controlled drugs; dispensing of named patient medication; transport; out of hours service; invoicing, medicines information; provision of pharmacy top-up service to include stock rotation, stock control and stock reconciliation; action and implementation of drug and patient safety alerts; management of specialist drugs.

**2) CPV code(s)**

85149000 Pharmacy services

**3) Quantity or scope**

The service currently is costing in the region of c£180,000 per annum across the sites. The drug dispensing spend across the five sites is approx. £730,000 per annum. These figures are

provided for reference ONLY and do not constitute a guarantee of future volume or spending.

#### **4) Indication about different time frame or duration**

#### **5) Additional information about lots**

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### **Section III: Legal, economic, financial and technical information**

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#### **III.1. Conditions related to the contract**

##### **III.1.1. Deposits and guarantees required**

Parent company or other guarantees may be required in certain circumstances. See the invitation to offer for further details.

### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Any legal form will be considered which retains joint and several liability amongst all members of the group of economic operators.

### **III.1.4. Contract performance conditions**

#### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: Any supplier may be disqualified who: (a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations; (b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations; (c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct; (d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate; (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority; (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority; (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information; (h) has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA; (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26 May 1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively; (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities; (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering. Information and formalities necessary for evaluating if requirements are met (If applicable): 1) Entering General PQQ Supplier Information HeathTrust Europe utilizes the NHS Supplier Information Database (sid4health) to manage and assess general pre-qualification information in the form of a profile. Candidates are requested to provide their profile in sid4health as follows: i) Candidates should register on sid4health at <http://www.sid4health.nhs.uk/home.action> and submit their sid4health company profile for publication to the system. Candidates already registered on sid4health must ensure that information is up to date. ii) Candidates should ensure all the relevant sections of their sid4health profile are completed to demonstrate their ability to meet the short-listing criteria applicable to this contract. iii) Where access to sid4health is unavailable, please contact the sid4health Helpdesk at: [help@sid4health.nhs.uk](mailto:help@sid4health.nhs.uk)

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: (a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance; (b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established; (c) a statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available. Information and formalities necessary for evaluating if requirements are met (If applicable) Minimum level(s) of standards possibly required (if applicable) Average turnover for the past 3 years is 3 times greater than the average annual estimated contract value.

### **III.2.3. Technical and professional ability**

List and brief description of conditions:

As per requirements to complete sid4health profile - see III.2.1 for more information on how to complete sid4health profile.

### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

#### **III.3.2. Information about staff responsible for the performance of the contract**

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Restricted

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged minimum number 3: and Maximum number 5

Objective criteria for choosing the limited number of candidates: Objective criteria for choosing the limited number of bidders : Please refer to the PQQ for more details about this requirement and shortlisting criteria. Worcestershire Health and Care NHS Trusts inconjunction with HealthTrust Europe reserves the right to vary the minimum and maximum number of suppliers taken to the ITT.

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Criteria below

1. Quaility. Weighting 60
2. Price. Weighting 40

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

GPJ-001772

#### **IV.3.2. Previous publication concerning this procedure**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 28.1.2013 - 12:00

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

4.2.2013 - 12:00

#### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

1.3.2013

#### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

#### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

#### **IV.3.8. Conditions for opening of tenders**

### **Section VI: Complementary information**

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#### **VI.1. Information about recurrence**

#### **VI.2. Information about European Union funds**

#### **VI.3. Additional information**

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#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

##### **VI.4.2. Review procedure**

##### **VI.4.3. Service from which information about the review procedure may be obtained**

#### **VI.5. Date of dispatch of this notice**

4.1.2013