

United Kingdom-Guildford: Software package and information systems

OJ S 9/2015 14/01/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Royal Surrey County Hospital NHS Foundation Trust

Postal address: Royal Surrey County Hospital

Town: Guildford

Postal code: GU2 7XX

Country: United Kingdom

For the attention of: Woodage Richard

E-mail: richard.woodage@nhs.net

Telephone: +44 1483464164

Fax: +44 1483453584

Internet address(es):General address of the contracting authority: <http://www.royalsurrey.nhs.uk/>Electronic access to information: <https://commercialsolutions.bravosolution.co.uk>Electronic submission of tenders and requests to participate: <https://commercialsolutions.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

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

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Ashford and St Peter's Hospitals NHS Foundation Trust

Official name: Brighton and Sussex University Hospitals NHS Trust

Official name: Dartford and Gravesham NHS Trust

Official name: East Kent Hospitals University NHS Foundation Trust

Official name: East Sussex Healthcare NHS Trust

Official name: Frimley Health NHS Foundation Trust

Official name: Kent and Medway NHS and Social Care Partnership Trust

Official name: Kent Community Health NHS Trust

Official name: Maidstone and Tunbridge Wells NHS Trust

Official name: Medway NHS Foundation Trust

Official name: Queen Victoria Hospital NHS Foundation Trust

Official name: South East Coast Ambulance Service NHS Foundation Trust

Official name: Surrey and Borders Partnership NHS Foundation Trust
Official name: Surrey and Sussex Healthcare NHS Trust
Official name: Sussex Community NHS Trust
Official name: Sussex Partnership NHS Foundation Trust
Official name: Western Sussex Hospitals NHS Foundation Trust

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

TRS0370 Provision of a Local Portfolio Management System.

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

Services

Service category No 7: Computer and related services

NUTS code UKJ23 Surrey,UK United Kingdom

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)

LPMS.

II.1.6. CPV code(s)

48000000 Software package and information systems

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: no

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 National Institute for Health Research Clinical Research Network is the clinical research delivery arm of the NHS in England, tasked with supporting the rapid set-up and effective conduct of studies so that researchers can gather the robust evidence needed to improve treatments for NHS patients. The NIHR Clinical Research Network is led by a national Coordinating Centre and operates through 15 Clinical Research Networks (CRNs). These local Networks drive clinical research delivery performance across the locality and champion the role of clinical research in the NHS at every level.

The Royal Surrey County Hospital NHS Foundation Trust was appointed as the Host Organisation for the NIHR Clinical Research Network: Kent, Surrey and Sussex. The CRN: Kent, Surrey and Sussex will be referred to as 'The Network' throughout this document; The Royal Surrey County Hospital NHS Foundation Trust will be referred to as 'The Host' throughout this document.

In line with the requirements of the Host Organisation Contract, the Host Organisation is

responsible for implementing an appropriate Local Portfolio Management System (LPMS) across the CRN: Kent, Surrey and Sussex by April 2015.

The geography of the CRN: Kent, Surrey and Sussex includes the following partner organisations:

- Ashford and St Peter's Hospitals NHS Foundation Trust;
- Brighton and Sussex University Hospitals NHS Trust;
- Dartford and Gravesham NHS Trust;
- East Kent Hospitals University NHS Foundation Trust;
- East Sussex Healthcare NHS Trust;
- Frimley Health NHS Foundation Trust;
- Kent and Medway NHS and Social Care Partnership Trust;
- Kent Community Health NHS Trust;
- Maidstone and Tunbridge Wells NHS Trust;
- Medway NHS Foundation Trust;
- Queen Victoria Hospital NHS Foundation Trust;
- Royal Surrey County Hospital NHS Foundation Trust;
- South East Coast Ambulance Service NHS Foundation Trust;
- Surrey and Borders Partnership NHS Foundation Trust;
- Surrey and Sussex Healthcare NHS Trust;
- Sussex Community NHS Trust;
- Sussex Partnership NHS Foundation Trust;
- Western Sussex Hospitals NHS Foundation Trust.

II.2.2. Information about options

II.2.3. Information about renewals

This contract is subject to renewal: yes

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 24 (from the award of the contract)

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

Duration in months: 60 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

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

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: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once):
 - Browse to the eSourcing Portal: <https://commercialsolutions.bravosolution.co.uk> and click the link to register;
 - Accept the terms and conditions and click 'continue';
 - Enter your correct business and user details;
 - Note the username you chose and click 'Save' when complete;
 - You will shortly receive an e-mail with your unique password (please keep this secure).
 2. Express an Interest in the tender:
 - Login to the portal with the username/password;
 - Click the 'PQQs/ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender 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. (This is a secure area reserved for your projects only);
 - You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ITT Details' box.
 3. Responding to the tender:
 - Click 'My Response' under 'PQQ/ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining);
 - You can now use the 'Messages' function to communicate with the buyer and seek any clarification;
 - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ITT;
 - There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page.
- If you require any further assistance please consult the online help, or contact the eTendering help desk.

III.2.2. Economic and financial ability

List and brief description of conditions: In accordance with Article 47 of Directive 2004/18/EC and Regulation 24 of the Public Contracts Regulations 2006.

III.2.3. Technical and professional ability

List and brief description of conditions:

In accordance with Articles 48 to 50 of Directive 2004/18/EC and Regulation 25 of the Public Contracts Regulations 2006.

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

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

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

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

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

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

TRS0370 Provision of a Local Portfolio Management System

IV.3.2. Previous publication concerning this procedure

no

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

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

2.3.2015 - 12:00

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

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

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 7 years.

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:

no

VI.3. Additional information

The Contracting Authority intends to use an eTendering system in this procurement exercise.

The Trust reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice;

(ii) to make whatever changes at may see fit to the content and structure of the tendering competition;

(iii) to terminate or award a contract(s) in respect of any part(s) of the requirements covered by this notice, and in no circumstances will the Trust be liable for any costs incurred by the bidders.

Any contract entered into will be governed by English law and will be subject to the exclusive jurisdiction of the English courts. Tenders and all supporting documentation must be written in English and priced in sterling. Nothing in this contract notice or procurement competition shall generate any contractual obligations prior to any signature of final contracts. The Trust is a public authority under the Freedom of Information Act 2000 (the 'Act'). As part of its duties under the Act, the Trust may disclose information to a person making a request unless the information is covered by an exemption under the Act. The Trust is required to determine whether the public interest in maintaining the exemption from disclosing it outweighs the public interest in disclosing it. Prospective bidders should state in their submissions whether or not they consider the information supplied, if disclosed to a third party, would be prejudicial to their commercial interest and, if so, the reasons for such a view. These views will be taken into consideration by the Trust when deciding whether to disclose information.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: In accordance with Regulations 32 and 32A (Information about contract award procedures and the application of the standstill period prior to contract award) and Part 9 of the Public Contracts Regulations 2006 (as amended). The Trust will incorporate a 10 calendar day standstill period at the point that the award of contract is notified to the tenderers. This period allows unsuccessful tenderers to seek a full debriefing from the Trust before the Contract is entered into. Applicants have 2 working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days prior to the end of the standstill period.

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

VI.5. Date of dispatch of this notice

9.1.2015