

**United Kingdom-Southport: Translation services**  
**OJ S 20/2014 29/01/2014**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Southport and Ormskirk Hospitals NHS Trust

Postal address: Town Lane

Town: Southport

Postal code: PR8 6PN

Country: United Kingdom

For the attention of: Christina Fletcher

E-mail: [christinafletcher@nhs.net](mailto:christinafletcher@nhs.net)

Telephone: +44 1704705199

Fax: +44 1704704755

**Internet address(es):**

General address of the contracting authority: <http://www.southportandormskirk.nhs.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**

Regional or local agency/office

**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: 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**

Interpretation and translation services.

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

Services

Service category No 25: Health and social services

NUTS code UKD North West (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)**

Southport and Ormskirk Hospital NHS Trust is committed to providing a comprehensive service to all its users by enabling staff to access an interpretation and translation service as and when required. The Trust is looking to appoint tier one and tier two suppliers to fill these requirements.

The Trust is based over two main hospital sites situated eight miles apart, and also a number of community clinics. It is expected that this Procurement exercise will provide the Trust with a high quality service at fixed rates and ensure that translation and interpretation requirements are channeled through reputable and cost effective sources.

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

79530000 Translation services, 79540000 Interpretation 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: 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**

Estimated value excluding VAT:

Range: between 0 and 154 000 GBP

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

Options: no

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

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

Duration in months: 36 (from the award of the contract)

## **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**

#### **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**

The performance of the contract is subject to particular conditions: no

### **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: This procurement exercise will be conducted on the EU supply eTendering portal at: <https://nhssbs.eu-supply.com>

Candidates wishing to be considered for this agreement must register their expression of interest and provide additional procurement specific information through this portal.

To register interest:

- 1) Go to 'Current Tender Opportunities' from the eTendering portal login page:  
<https://nhssbs.eu-supply.com>
- 2) Find the tender listed and click on the title. This will take you to the letter of invitation.
- 3) If you are not a registered user of EU Supply follow the 'Online registration' link otherwise follow the 'Login' link and enter username and password.
- 4) Once logged in 'Accept' the invitation to register your interest in the opportunity. You will then be taken direct to the tender response screen.
- 5) Go to the 'Access Documents' folder on the response screen to view and download tender documentation.

Further guidance on how to access and respond to the opportunity is available in the 'Quick Guide for Suppliers' which is available for downloading from the main portal login page:

<https://nhssbs.eu-supply.com>

(follow link: 'Quick Guide for Suppliers').

For any support in submitting your response please contact EU Supply Helpdesk at [support@eu-supply.com](mailto:support@eu-supply.com) (Tel: +44 8008402050) quoting the tender ID number.

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

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

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

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

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

Execution of the service is reserved to a particular profession: no

#### **III.3.2. 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: no

## **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 number of candidates: 5

#### **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**

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

no

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

Payable documents: no

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

26.2.2014 - 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**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 3-5 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**

**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**

Official name: Southport and Ormskirk Hospital NHS Trust

Postal address: Town Lane

Town: Southport

Postal code: PR8 6PN

Country: United Kingdom

Telephone: +44 1704705199

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

24.1.2014