

**United Kingdom-Swindon: Miscellaneous health services**  
**OJ S 18/2018 26/01/2018**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Science and Technology Facilities Council  
Postal address: Polaris House, North Star Avenue  
Town: Swindon  
NUTS code: UK United Kingdom  
Postal code: SN2 1SZ  
Country: United Kingdom  
Contact person: Sharon West  
E-mail: [professionalservices@uksbs.co.uk](mailto:professionalservices@uksbs.co.uk)  
**Internet address(es):**  
Main address: [www.stfc.ac.uk](http://www.stfc.ac.uk)

**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.contractsfinder.service.gov.uk>  
Tenders or requests to participate must be submitted electronically via: <https://gpsesourcing.cabinetoffice.gov.uk/emptoris>  
Additional information can be obtained from another address:  
Official name: UK Shared Business Services Ltd  
Postal address: Polaris House, North Star Avenue  
Town: Swindon  
NUTS code: UK United Kingdom  
Postal code: SN2 1FF  
Country: United Kingdom  
E-mail: [ExpressionOfInterest@crowncommercial.gov.uk](mailto:ExpressionOfInterest@crowncommercial.gov.uk)  
**Internet address(es):**  
Main address: <https://gpsesourcing.cabinetoffice.gov.uk/emptoris>  
Tenders or requests to participate must be submitted to the following address:  
Official name: Crown Commercial Services LTD  
Postal address: St Martins House, 1 Lyric Square  
Town: London  
Country: United Kingdom  
E-mail: [ExpressionOfInterest@crowncommercial.gov.uk](mailto:ExpressionOfInterest@crowncommercial.gov.uk)  
NUTS code: UKI London  
**Internet address(es):**  
Main address: [www.gov.uk/government/organisations/crown-commercial-service](http://www.gov.uk/government/organisations/crown-commercial-service)

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://gpsesourcing.cabinetoffice.gov.uk/emptoris>

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Other activity: Research

**Section II: Object**

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**II.1. Scope of the procurement**

**II.1.1. Title**

UK SBS PS18001 Science and Technology Facilities Council Occupational Health  
Reference number: PS18001

**II.1.2. Main CPV code**

85140000 Miscellaneous health services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

The Science and Technology Facilities Council (STFC) is a world-leading multi-disciplinary science organisation, whose goal is to deliver economic, societal, scientific and international benefits to the UK and its people – and more broadly to the world.

STFC has a requirement to procure an Occupational Health provision which must be implemented in readiness for the commencement of full-service provision on 1 May 2018. It is STFC's Policy is to provide a safe working environment and to employ best practice to ensure the health, safety and welfare of their workforces.

STFC comprises of four sites – the Daresbury Laboratory in Warrington, the Rutherford Appleton Laboratory in Oxfordshire, Head Office in Swindon and the UK Astronomy Technology Centre (UKATC) in Edinburgh.

**II.1.5. Estimated total value**

Value excluding VAT: 720 000,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.2. Additional CPV code(s)**

85100000 Health services

**II.2.3. Place of performance**

NUTS code: UK United Kingdom

Main site or place of performance: STFC Rutherford Appleton Laboratory, Harwell Campus, Didcot, OX11 0QX. Daresbury Laboratory, Warrington. UK Astronomy Technology Centre, Edinburgh. STFC Head Office, Swindon.

**II.2.4. Description of the procurement**

STFC has a requirement to procure an Occupational Health provision. It is STFC's Policy is to provide a safe working environment and to employ best practice to ensure the health, safety and welfare of their workforces which must be implemented in readiness for the commencement of full-service provision on 1 May 2018.

STFC comprises of four sites – the Daresbury Laboratory in Warrington, the Rutherford Appleton Laboratory in Oxfordshire, Head Office in Swindon and the UK Astronomy Technology Centre (UKATC) in Edinburgh.

In order for bidders to gain a full appreciation of the complexities of this requirement and scale of the operation, they are invited to attend a tour of STFC RAL on Wednesday 7 February at 11:30 a.m.

Bidders are to confirm attendance for site visit via Rfx message through the eSourcing portal by 11:00hrs GMT 6/2/2018. When confirming please provide details of the representatives attending.

All submissions will be assessed in accordance with the Public Contracts Regulations 2015, for procurement values that exceed Regulation 5 (Threshold amounts). This procurement will be managed electronically via the Crown Commercial Service's e-Sourcing Suite. To participate in this procurement, participants shall first be registered on the e-Sourcing Suite. If Bidders have not yet registered on the eSourcing Suite, this can be done online at <https://gpsesourcing.cabinetoffice.gov.uk/emptoris> by following the link 'Supplier eSourcing Registration'. Please note that to register, Bidders must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so.

Note: registration may take some time please ensure that you allow a sufficient amount of time to register.

Full instructions for registration and use of the system can be found at [https://www.gov.uk/government/publications/esourcing](https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers) g-tool-guidance-for-suppliers

Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing [ExpressionOfInterest@crowncommercial.gov.uk](mailto:ExpressionOfInterest@crowncommercial.gov.uk) Your email must clearly state: the name and reference for the procurement you wish to register for; Your organisation's full name as a registered supplier; the name and contact details for the registered individual sending the email.

Crown Commercial Service (CCS) will process the email and then enable the Bidder to access the procurement online via the e-Sourcing Suite.

The registered user will receive a notification email to alert them once this has been done.

As a user of the e-Sourcing Suite, you will have access to Emptoris email messaging service which facilitates all messages sent to you and from you in relation to any specific RFX event. Please note it is your responsibility to access these emails on a regular basis to ensure you have sight of all relevant information applicable to this opportunity. For technical assistance on using of the e-Sourcing Suite please contact Crown Commercial Service (CCS) Helpdesk (Not UK SBS Ltd): Freephone: 0345 010 3503.

Email: [enablement@crowncommercial.gov.uk](mailto:enablement@crowncommercial.gov.uk) Training support to respond to a requirement is available to bidders at

<http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx>

#### **II.2.5. Award criteria**

Criteria below

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **II.2.6.**

## **Estimated value**

Value excluding VAT: 720 000,00 GBP

### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 01/05/2018 End: 30/04/2020

This contract is subject to renewal: yes

Description of renewals:

This requirement has the option to extend for a further 2 years (2+2).

For the avoidance of doubt, the estimated value of this contract should the full 4 years be utilised would be between 560 000,00 Pounds and 720 000,00 Pounds exclusive of VAT.

### **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**

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### **III.1. Conditions for participation**

#### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

## **Section IV: Procedure**

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### **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: 01/03/2018 Local time: 14:00

#### **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: 02/03/2018 Local time: 14:00

Place:

Electronically, via web based portal.

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

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

This is a recurrent procurement: no

#### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

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

In order for bidders to gain a full appreciation of the complexities of this requirement and scale of the operation, they are invited to attend a tour of STFC RAL on Wednesday 7 February at 11:30 a.m.

Bidders are to confirm attendance for site visit via Rfx message through the eSourcing portal by 11:00hrs GMT 06/02/2018. When confirming please provide details of the representatives attending.

The Contracting Authority expressly reserves the right.

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it may see fit to the content and structure of the procurement; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

If the Contracting Authority decides to enter into a Contract with the successful supplier, this does not mean that there is any guarantee of subsequent contracts being awarded.

Any expenditure, work or effort undertaken, prior to contract award is accordingly a matter solely for the commercial judgement of Bidders.

UK Shared Business Services Ltd wishes to establish an agreement for use by the following UK public sector bodies (and any future successors to these organisations).

Science and Technology Facilities Council.

UK Shared Business Services Ltd is able to accept unstructured electronic invoicing.

Information and formalities necessary for evaluating if requirements are met:

All submissions will be assessed in accordance with the Public Contracts Regulations 2015, for procurement values that exceed Regulation 5.

(Threshold amounts).

The sourcing documents can be accessed using the instructions detailed in I.3.

The deadline to confirm attendance for a site visit: 31/1/2018 @ 11:00hrs GMT.

Closing date and time for Bidder to request RFP documents: 01/3/2018 @ 14:00hrs GMT.

Closing date and time for Bidder to submit their response ('the deadline'): 2/3/2017 @ 14:00hrs GMT.

This contract has not been sub-divided into lots as there is only 1 delivery location and, therefore, lots are not appropriate.

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

##### **VI.4.1.**

**Review body**

Official name: UK Shared Business Services Ltd  
Postal address: Polaris House, North Star Avenue  
Town: Swindon  
Postal code: SN2 1FF  
Country: United Kingdom  
E-mail: [policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

**VI.4.4. Service from which information about the review procedure may be obtained**

Official name: UK Shared Business Services Ltd  
Postal address: Polaris House, North Star Avenue  
Town: Swindon  
Postal code: SN2 1FF  
Country: United Kingdom  
E-mail: [policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

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

24/01/2018