

**United Kingdom-Southend: Pharmacy services**

OJ S 27/2014 07/02/2014

Contract notice

Supplies

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Southend University Hospital Foundation Trust

National registration number: RAJ

Postal address: Southend Hospital Foundation Trust Southend Hospital Prittlewell Chase  
Southend-on Sea

Town: Southend

Postal code: SS0 0RY

Country: United Kingdom

Contact person: Purchasing Department

For the attention of: Nicky Kruger, Contracts Manager

E-mail: [nicola.kruger@southend.nhs.uk](mailto:nicola.kruger@southend.nhs.uk)

Telephone: +44 1702385612

Fax: +44 1702508177

**Internet address(es):**General address of the contracting authority: <http://www.southend.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**

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: 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**

Supply of Pre-poured Media (Settle Plates, Contact Plates and Broths).

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

Supplies

Main site or place of performance: Southend University Hospital (Pharmacy Quality Control Department).

NUTS code UKH3 Essex,UKH31 Southend-on-Sea

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

The procurement involves the establishment of a framework agreement

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

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement  
: 3

**Duration of the framework agreement**

Duration in years: 3

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

The Trust (Pharmacy Quality Control Department) seeks the supply of Contact Plates, Settle Plates, and Broths. The tender is split into 4 lots; either lot 3 or 4 will be awarded not both (single or triple wrapped Contact Plates). Offers for complete Lots only (not part lots except Lot 3 or 4 as per instructions below).

**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: yes

**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**

Lot 1 Broths: Double Strength (DBL) Tryptone Soya Broth (TSB), 5 ml volume 20 ml DIN bottle with flip-off lid/Single Strength (SS)TSB 2.5ml vol in 20 ml DIN bottle with flip off lid/DBL TSB 15 ml vol in 20 ml DIN bottle with flip off lid/DBL TSB in 25 ml vol in 50 ml DIN bottle (narrow top) with flip off lid/DBL TSB in 500 ml vol in a 500 ml DIN bottle with flip off lid. Lot 2 Settle Plates: Tryptone Soya Agar (TSA) Settle Plates triple wrapped sterile 90 mm (irradiated or alternative method)/Saboraud Dextrose Agar 90 mm, settle plates, triple warped Sterile (irradiated or alternative method) Lot 3 Contract Plates: Single Wrapped sterile (irradiated or alternative method) TSA with neutralisers (either preserved for room temp or refridgerated storage) 55 mm contact plate with grip on lid. Lot 4 same as Lot 3 but Triple wrapped. Contract is intended for 3 years with option to extend by up to 12 months. Contract value quoted below is for four years. Tenderers will be required to provide free of charge samples for assessment as part of the evaluation process. The products will be required with minimum shelf life requirements. Contractors would be required to hold min 6 weeks finished stock, and comply with BSEN 2001:2008.

Estimated value excluding VAT:

Range: between 120 000 and 155 000 GBP

**II.2.2. Information about options**

Options: yes

Description of options: option to extend by up to 12 months.

Provisional timetable for recourse to these options:  
in months: 30 (from the award of the contract)

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

This contract is subject to renewal: yes

Number of possible renewals: 3

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

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

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

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

Information about lots

Lot No: 1

Lot title: Lot 1 Broths

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

1) Double strength Tryptone Soya Broth, 5ml volume in a nominal 20 ml DIN bottle with flip off lid. 2) Single Strength Tryptone Soya Broth 2.5ml volume in nominal 20 ml DIN bottle with flip off lid. 3) Double Strength Trptone Soya Broth 15 ml volume in a nominal 20 ml DIN bottle with flip-off lid. 4) Double Strength Tryptone Soya Broth in 25 ml volume in a nominal 50 ml DIN bottle with flip off lid. 5) Double Strength Tryptone Soya Broth in 500 ml volume in a nominal 500 ml DIN bottle with flip off lid. Delivery of broth is free of charge on the basis of delivery every last Monday of the Month (unless bank holiday when alternative day to be agreed). Minimum 6 months shelf life required.

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

85149000 Pharmacy services

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

1) 4320 singles pa. 2) 15552 singles pa 3)864 singles pa 4)1152 bottle pa 5) 50 singles pa.

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

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

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

Tenderers must bid for complete Lots (one or more), bids for part lots will be rejected.

Lot No: 2

Lot title: Settle Plates

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

1) Tryptone Soya Agar 90 mm Settle Plate Triple Wrapped Sterile (Irradiated or alternative method) 2) Saboraud Dextrose Agar 90 mm Settle Plates triple wrapped Sterile (irradiated or alternative method) minimum 3 month shelf life. Delivery to be free of charge on following basis weekly delivery every Tuesday.

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

85149000 Pharmacy services

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

1) 26200 singles pa 2) 10500 singles pa estimated usage (without guarantee).

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

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

**5) Additional information about lots**

Tenderers are required to submit offers for complete lots. One or more lots. Offers for part lots would be subject to rejection.

Lot No: 3

Lot title: Lot 3 Contact Plates (Single Wrapped)

**1) Short description**

1) Single Wrapped Sterile (irradiated or alternative method) Tryptone Soya Agar with neutralisers (either preserved for room temperature product or refrigerated storage), 55 mm contact plates with grip on lid. Packs of 100 Sought 2) Same as 1) but in packs of 20 or similar. Delivery to be free of charge on the following basis Every second Wednesday of the month. Minimum shelf life 3 months.

**2) CPV code(s)**

85149000 Pharmacy services

**3) Quantity or scope**

1) 5600 singles (ideally 56 packs of 100) 2) Seek smaller packs also if available (ideally packs of 20). However, main award for this Lot relates to 1). Bids for 1) and 2), or bids for 1) only are acceptable. Please note that the Authority intends to award contract for either Lot 3 or Lot 4, not both. Minimum Shelf Life required of 3 months. Delivery free of charge on basis of delivery every second Wednesday of the month.

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

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

**5) Additional information about lots**

Lot No: 4

Lot title: Lot 4 Contact Plates (Triple Wrapped)

**1) Short description**

Triple rapped Sterile (irradiated or alternative method) Tryptone Soya Agar with neutralisers (either preserved for room temperature product or refrigerated storage), 55 mm contact plates with grip on lid. Packs of 100 Sought 2) Same as 1) but in packs of 20 or similar. Delivery to be free of charge on the following basis Every second Wednesday of the month. Minimum shelf life 3 months. The Authority intends to award either Lot 3 or 4 not both and will therefore decide on Single or triple wrapped following evaluation.

**2) CPV code(s)**

85149000 Pharmacy services

**3) Quantity or scope**

1) 5600 (ideally 56 packs of 100), 2) if there is an option for smaller packs these may be considered (ideally packs of 20). However, the decision is on the basis of 1). Bidder may therefore bid for 1) only or 1) & 2).

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

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

**5) Additional information about lots**

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

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

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

Parent guarantee or other may be required in certain circumstances, further details will be in the Pre-qualification questionnaire.

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

payment terms 30 days from correctly submitted invoice (The Trust Purchase Order must be referenced). NHS terms and conditions apply to the contract.

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

The Contracting Authority reserves the right to require groups of entities to take a particular form or one party to undertake primary legal liability or to require that each party undertakes joint and several liability.

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

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The framework agreement includes obligations with regard to Environment and Equality and Diversity.

### **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: Requirements will be issued as part of the prequalifying questionnaire.

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

List and brief description of conditions: Requirements will be issued as part of the prequalifying questionnaire.

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

List and brief description of conditions:

Requirements will be issued as part of the prequalifying questionnaire and invitation to tender.

#### **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 5: and Maximum number 8

Objective criteria for choosing the limited number of candidates: Selection Criteria defined without Section 1.13 of the prequalification questionnaire.

**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**

SE1309

**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**

25.3.2014 - 12:00

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

16.5.2014

**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: 36 months.

**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**

Please ensure that your expression of interest includes a names contact that will act as lead person for the tender including contact details. The value of business indicated is estimated only and cannot be guaranteed. The award criteria is set out below for each Lot, and annual

price is assessed on a cost per benefit point basis (whereby the value is divided by the aggregate score for each. Each lot carries 100% score which is weighted equally between the criteria Lot 1 Broths : Labelling/Quality and details (outer pack)/ Quality and details (individual broth)/Fill volume\*/Consistency of colour of broth/Quality of Caps\*/Quality of Crimping\*/Quality of Rubber bungs. Re criteria marked with an asterisk should supplier score zero the bid would be subject to rejection (for the complete Lot). Lot 2 Settle Plates: Standard of Packaging /Labelling/Quality and Details (outer pack)/ Quality and Details (Individual Plates)/Clarity of Agar/Consistency of fill volume/Condition in -use\*/Condition following incubation\*. Asterisk details as above. Lot 3 Contact Plates Single Wrap: Standard of packaging/Labelling/Quality and details (outer pack)/Quality and details (individual plates)/Clarity of Agar/Fill volume/Lid fit\*/Base Size\*/Condition in use\*/Condition following incubation\*. Asterisk details as above. Lot 4 Contact Plates Triple Wrap: Standard of packaging/Labelling/Quality and details (outer pack) /Quality and details (individual plates)/Clarity of Agar/Fill volume/Lid fit\*/Base Size\*/Condition in use\*/Condition following incubation\* .The trust is seeking to contract for either Lot 3 or Lot 4 not both. Free of charge samples will be required for assessment as part of the evaluation process. The Authority is not responsible for any coss incurred by Offerors in relation to perparaton of their offer and any post offer clarification.

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

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

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

Precise information on deadline(s) for review procedures: Southend University Hospital NHS Foundation Trust will incorporate a minimum 10 day standstill period at the point information of the award of contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contacting Authority before the contract is entered into. Applicants have two working days from the notification of intention to award decisioin to request additional debriefing and that information has to be provided a minimum 3 working days before the expiry of the standstill period. Such additional info should be requested from the contact in part 1.1 of this advert. If an appeal regarding the award has not been successfully resolved the Public Contracts Regulation 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wlaes or Northern Ireland Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into the court may only award damages (the purpose of the standstill period referred to allows the parties to apply to the courts to set aside the award decision before the contract is entered into).

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

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

5.2.2014