

United Kingdom-Newcastle: Transport document preparation services

OJ S 37/2016 23/02/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: North Cumbria University Hospitals NHS Trust

Postal address: Northumbria House, Unit 7/8 Cobalt Business Park

Town: Newcastle

Postal code: NE270QJ

Country: United Kingdom

For the attention of: Mrs Emma Dinning

E-mail: emma.dinning@northumberland.gov.uk

Telephone: +44 7795128037

Internet address(es):General address of the contracting authority: <http://www.ncuh.nhs.uk>Electronic access to information: <https://procontract.due-north.com>Electronic submission of tenders and requests to participate: <https://procontract.due-north.com>**Additional information can be obtained from:**

Official name: North Cumbria University Hospitals NHS Trust

Postal address: Northumbria House, Unit 7/8 Cobalt Business Park

Town: Newcastle

Postal code: NE27 0QJ

Country: United Kingdom

For the attention of: Mrs Emma Dinning

E-mail: emma.dinning@northumberland.gov.uk

Telephone: +44 7795128037

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

Official name: North Cumbria University Hospitals NHS Trust

Postal address: Northumbria House, Unit 7/8 Cobalt Business Park

Town: Newcastle

Postal code: NE27 0QJ

Country: United Kingdom

For the attention of: Mrs Emma Dinning

E-mail: emma.dinning@northumberland.gov.uk

Telephone: +44 7795128037

Tenders or requests to participate must be submitted: Official name: North Cumbria University Hospitals NHS Trust

Postal address: Northumbria House, Unit 7/8 Cobalt Business Park

Town: Newcastle

Postal code: NE27 0QJ

Country: United Kingdom

For the attention of: Mrs Emma Dinning

E-mail: emma.dinning@northumberland.gov.uk

Telephone: +44 7795128037

I.2. Type of the contracting authority

Other: NHS Trust

I.3. Main activity

Other: healthcare

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

II.1. Description

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

SPS00384 Relocation of Medical Record Storage from Cumberland and West Cumberland Infirmaries.

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

Services

Service category No 27: Other services

NUTS code UKD1 Cumbria

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)

North Cumbria University Hospitals NHS Trust (NCUH) have an aim to improve quality standards around medical case notes by providing a 1st class medical records library for the records currently being held in 8 locations over 2 sites, West Cumberland Hospital, Whitehaven (6) (WCH) and Unit 10, Port Road Business Park, Carlisle (adjacent Cumberland Infirmery, Carlisle) (2) (CIC).

The project is to carry out the successful move of the Trust's live confidential Medical Records Service from current locations in WCH and CIC to a newly acquired single Unit at Kingmoor Park Business Park, Carlisle, CA6 4SJ, whilst remaining fully operational.

II.1.6. CPV code(s)

63524000 Transport document preparation services, 79996100 Records management, 98392000 Relocation 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

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

North Cumbria University Hospitals NHS Trust (NCUH) have an aim to improve quality standards around medical case notes by providing a 1st class medical records library for the records currently being held in 8 locations over 2 sites, West Cumberland Hospital, Whitehaven (6) (WCH) and Unit 10 Port Road Business Park, Carlisle (adjacent Cumberland Infirmary, Carlisle) (2) (CIC).

The project is to carry out the successful move of the Trust's live confidential Medical Records Service from current locations in WCH and CIC to a newly acquired single Unit at Kingmoor Park Business Park, Carlisle, CA6 4SJ, whilst remaining fully operational.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

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

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

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

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

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 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

SPS00384

IV.3.2. Previous publication concerning this procedure

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

23.3.2016 - 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

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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 visit: <https://procontract.due-north.com> for Tender information and documents.

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

19.2.2016