

UK-Hull: guard services  
OJ S 49/2012 10/03/2012  
Contract notice  
Services

Directive 2004/18/EC

## Section I: Contracting authority

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### I.1. Name and addresses

Official name: NHS Hull

Postal address: The Maltings, Silvester Square, Silvester Street

Town: Hull

Postal code: HU1 3HA

Country: United Kingdom

Contact person: <https://yhpcp.bravosolution.co.uk/web/login.shtml> (register and view current opportunities and notices to access). All requests for information to be sent through the messaging facility on the BravoSolution e-procurement portal [www.yhpcp.bravosolution.co.uk](http://www.yhpcp.bravosolution.co.uk). All documentation must be obtained through the BravoSolution e-procurement portal.

For the attention of: Paul Ralston

E-mail: [paul.ralston@humber.nhs.uk](mailto:paul.ralston@humber.nhs.uk)

Telephone: +44 1482301764

#### Internet address(es):

General address of the contracting authority: <http://www.hullpct.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

National or federal 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: yes

## 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

Provision of a security guarding services.

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

Services

Service category No 23: Investigation and security services, except armoured car services

Main site or place of performance: Hull.

NUTS code UKE11 Kingston upon Hull, City of

### **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)**

Hull teaching primary care commissioner (NHS Hull) has a requirement for a security guarding service.

The security service will succeed the current provision of security guarding services to both existing and future NHS Hull sites, which are currently based in, but not restricted to the City of Hull. The commissioner estate consists of around 20 properties, which are a mix of mature properties and modern LIFT sites, all housing GP and other primary care and community services.

In summary the service currently comprises:

- Manned guarding, patrol and open up/lock up provision,
- Protection of personal safety, property and assets of the Commissioner or any patients, staff and visitors whilst on site,
- A designated contract manager,
- CCTV monitoring as required.

As part of the NHS PCT restructure, the following party may also commission security guarding services as part of this contract during the contract term:

- North Lincolnshire PCT.

It must be noted that there is no certainty that the above party will commission security guarding services as part of this contract, nor are they obliged to.

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

79713000 Guard services, 79715000 Patrol services, 79714000 Surveillance 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: 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**

This contract will be initially for 5 years service provision with an option to extend the contract for a further two years. The approx estimated value is 450 000 GBP per annum but please note this is provided for illustrative purposes only as this is an estimated figure only.

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

Options: yes

Description of options: There will be the option to extend the initial contract by an additional 2 years with mutual consent from both parties.

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

This contract is subject to renewal: yes

Number of possible renewals: 1

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

## **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**

### **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**

## **Section IV: Procedure**

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### **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**

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

no

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

Time limit for receipt of requests for documents or for accessing documents: 20.4.2012 - 12:00

Payable documents: no

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

20.4.2012 - 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**

Duration in days: 120 (from the date stated for receipt of 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: 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**

The services to which this notice relates fall within part B of schedule 3 of the Public Contracts Regulations 2006 (as amended) (the Regulations). Neither the publication of this notice nor the employment of any particular terminology nor any other indication shall be taken to mean that the contracting authority[ies] intend to hold themselves bound by any of the Regulations save those applicable to part B services. Use of this OJEU notice is entirely voluntary. Whilst reference has been made to the open procedure, the contracting authority is not bound to follow the process set out in the regulations. The contracting authority will describe the process to be followed for this tender in the tender documentation.

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://yhpcpc.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).

Once registered, You will then be able to express interest in the tender exercise that is of interest to you.

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.

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

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

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

Precise information on deadline(s) for review procedures: It is anticipated that NHS Hull will incorporate (on a purely voluntary basis) a minimum 10 calendar day standstill period at the point information on the award of contract is communicated to tenderers that is similar to but not required by Regulation 32A of the Public Contracts Regulations 2006. Any tenderer wishing to appeal the decision to award the contract, or after the award of the contract appeal the award of the contract, shall have the rights set out in Part 9 of the Public Contracts Regulations 2006.

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

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

8.3.2012