

**United Kingdom-Dorking: Data management services**

OJ S 71/2014 10/04/2014

Contract notice

Services

**Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Surrey and Borders Partnership NHS Foundation Trust on behalf of NHS  
Commercial Solution

Postal address: The Atrium, Curtis Road

Town: Dorking

Postal code: RH4 1XA

Country: United Kingdom

**Internet address(es):**

General address of the contracting authority: <https://commercialsolutions.bravosolution.co.uk/>

Address of the buyer profile: <https://commercialsolutions.bravosolution.co.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 authority

**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

Official name: Please see II.1.2) Main site or location of works, place of delivery or of performance

**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**

Services for the Secure Deletion of Data from and Subsequent Disposal of Redundant Information and Communications Technology Equipment.

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

Services

Service category No 7: Computer and related services

Main site or place of performance: The public sector bodies to whom the use of this framework agreement will be open include, in particular, the following in the United Kingdom and their respective statutory successors and organisations created as a result of re-organisations or organisational changes, and any private sector entities having similar procurement needs.

- Central Government Departments and their executive agencies (a list of such Departments and executive agencies can be found at <http://www.cabinetoffice.gov.uk/content/cabinet-office-structure>),
- Non-Departmental Public Bodies (NDPBs) (a list of NDPBs can be found at <http://www.cabinetoffice.gov.uk/content/cabinet-office-partners>),
- National Health Service (NHS) bodies, including hospital Trusts, which in turn include acute Trusts, Trusts operating community hospitals and the provider functions of the former Primary Care Trusts); Clinical Support Units (CSUs); Clinical Commissioning Groups (CCGs); General Practitioners and General Practitioner commissioning consortia; Care Trusts; Care Trusts Plus; Ambulance Trusts; Mental Health Trusts; Special Health Authorities; Community Health Councils; Local Health Boards; NHS Foundation Trusts,
- Health Boards, NHS Trusts, Community Health Councils and other constituent bodies of the NHS in Wales,
- NHS Scotland and its constituent bodies including: the Scottish Ambulance Service, Special NHS Boards and the other constituent organisations of the Scottish National Health Service; and,
- Health and Social Care Trusts, Health Agencies and other constituent bodies of the NHS in Northern Ireland.

Lists of all of such NHS Authorities, Trusts, Councils, Boards and other bodies can be found at: <http://www.nhs.uk/service-directories/pages/primarycaretrustlisting.aspx>, <http://www.wales.nhs.uk/nhswalesaboutus/structure>, <http://www.show.scot.nhs.uk/organisations/index.aspx>, and <http://www.hscni.net/index.php?link=hospitals>;

- Local Authorities (as defined in Regulation 3(2) to 3(5) inclusive of the Public Contracts Regulations 2006 ('the Regulations'), a list of such authorities being available at: [http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/AToZOfLocalCouncils/DG\\_A-Z\\_LG](http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/AToZOfLocalCouncils/DG_A-Z_LG),
- Police Forces and other emergency services, including Fire and Rescue Services, the Maritime and Coastguard Agency and other rescue authorities (a list of Police Authorities and Fire and Rescue Services can be found respectively at the following: [http://www.police.uk/?view=force\\_sites](http://www.police.uk/?view=force_sites), and <http://www.fireservice.co.uk/information/ukfrs>;
- Educational establishments (i.e. schools maintained by Local Authorities; Academies; City Technology Colleges; the Learning and Skills Council; further education establishments, and universities,
  - Registered Charities, as detailed at <http://www.charity-commission.gov.uk/> and Hospices in the UK.
- Social Enterprises and Community Interest Companies (CICs)
  - Devolved and other administrations within the British Isles, including those detailed at: (in the case of Scotland) <http://scotland.gov.uk/Home>, and <http://www.scottish.parliament.uk/>, (in the case of Wales) <http://new.wales.gov.uk/?llang=en>,
- Her Majesty's Prison Service,
  - The Ministry of Defence as detailed at [www.mod.uk](http://www.mod.uk).

NUTS code UK United Kingdom

### **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

**Duration of the framework agreement**

Duration in years: 4

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

NHS Commercial Solutions is seeking to procure a framework agreement for the provision of the following services:

- secure and irreversible ‘destruction’ of data from a range of media prior to removal of that media from customer premises; and
- secure and legally-compliant disposal of redundant information and communications technology equipment and media including, where authorised, the resale of such equipment.

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

72322000 Data management services, 90514000 Refuse recycling services - CA43

**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**

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

**II.2.2. Information about options**

**II.2.3. Information about renewals**

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

Information about lots

Lot No: 1

Lot title: Computer Hardware: Recycling and disposal

**1) Short description**

The on-site destruction of data and the removal of the remaining hardware for recycling and disposal in accordance with statutory regulations and the Statement of Requirements.

**2) CPV code(s)**

90514000 Refuse recycling services

**3) Quantity or scope**

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

**5) Additional information about lots**

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

Lot No: 2

Lot title: Computer equipment: Refurbishment and resale

**1)**

### **Short description**

The on-site destruction of data and the removal of the remaining hardware for refurbishment and resale in accordance with statutory regulations and the Statement of Requirements.

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

30230000 Computer-related equipment, 90500000 Refuse and waste related services

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

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

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

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

## **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**

Joint and several liability.

#### **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**

List and brief description of conditions: 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://commercialsolutions.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 email with your unique password (please keep this secure).

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.

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

List and brief description of conditions: Please see the the Invitation to Tender documentation for details.

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

List and brief description of conditions:

Please see the the Invitation to Tender documentation for details.

### **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**

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**

888-2319

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

#### **IV.3.3.**

## **Conditions for obtaining specifications and additional documents or descriptive document**

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

26.5.2014 - 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**

Duration in days: 180 (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**

### **VI.2. Information about European Union funds**

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

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

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

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

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

Precise information on deadline(s) for review procedures: The Contracting Authority will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

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

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

4.4.2014