

**UK-Chester: Office furniture**  
**OJ S 94/2013 16/05/2013**  
**Contract notice**  
**Supplies**

**Directive 2004/18/EC**

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**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: The Countess of Chester Hospital NHS Foundation Trust  
Postal address: Liverpool Road  
Town: Chester  
Postal code: CH2 1UL  
Country: United Kingdom  
For the attention of: Chris Williams  
E-mail: [chris.williams14@nhs.net](mailto:chris.williams14@nhs.net)

**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

**I.2. Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**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

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**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**

UK - Chester - Furniture.

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

Supplies  
Purchase  
NUTS code UKD22 Cheshire CC

**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  
Number Envisaged maximum number of participants to the framework agreement: 3

**Duration of the framework agreement**

Duration in years: 2

## **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT: 110 000 GBP

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

This tender is for the supply of Furniture at the Countess of Chester Hospital NHS Foundation Trust and associated satellite offices connect to the Trust. The contract will run for an initial 2 year fixed period with the option of extending for a further two 12 month periods.

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

39130000 Office furniture, 39000000 Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products

### **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: yes

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

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

Precise quantities are unknown and will also depend on the number of suppliers appointed but the Countess of Chester Hospital NHS Foundation Trust average annual requirement for furniture in recent years has been in excess of 55,000 GBP.

Estimated value excluding VAT: 110 000 GBP

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

Options: yes

Description of options: The contract can be extended for up to two 12 month periods.

### **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: Primary contractor for core list of items

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

This lot will include the main contractor who will provide all the day-to-day items from the core list.

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

39130000 Office furniture, 39000000 Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products

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

Estimated value excluding VAT: 110 000 GBP

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

Duration in months: 24 (from the award of the contract)

## 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: Reserve lot for adhoc purchases

### 1) Short description

This lot will consist of 2 suppliers. The purpose is to complete an e-auction with suppliers from lot 2 and the supplier from lot 1 where projects require a substantial element of "non core" items .

### 2) CPV code(s)

39130000 Office furniture, 39000000 Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products

### 3) Quantity or scope

Estimated value excluding VAT: 5 000 GBP

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

Duration in months: 24 (from the award of the contract)

## 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

#### 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: Suppliers 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://www.nhssourcing.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 & 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: Mandatory Exclusions:

The contracting authority will treat an economic operator as ineligible or decide not to select an economic operator in accordance with these Regulations on one or more of the following grounds, namely that the economic operator -

- (a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;
- (b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- (c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;
- (d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;
- (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;
- (h) has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26 May 1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively; OJ/S S145 31/07/2007 180265-2007-EN European Communities – Supply contracts – Restricted procedure 3/4 31/07/2007 S145 ted.europa.eu European Communities – Supply contracts – Restricted procedure Supplement to the Official Journal of the European Union 3/4
- (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering.

Minimum level(s) of standards possibly required: Information on Economic and Financial Capacity is requested within the Pre Qualification Questionnaire. The awarding authority draws you to the attention that included within the Pre Qualification Questionnaire are the following Economic and Financial exclusion criteria.

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

List and brief description of conditions:

Information on Technical Capacity is requested within the Pre Qualification Questionnaire. The awarding authority draws your attention to the attention that included within the Pre Qualification Questionnaire are the following Technical Capacity exclusion criteria.

### **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**

#### **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: yes

Additional information about electronic auction: The Trust may decide to conduct a e-auction via the Trusts e-tendering system.

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

G/16/OP/13/CW

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

#### **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: 20.6.2013 - 14:00

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

20.6.2013 - 14:00

#### **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**

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

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

#### **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 Trust intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction. All communications and bids must be made in whole through the eTendering system. Hardcopies will NOT be accepted.

The Trust does not wish to restrict innovative ideas, therefore additional products or services maybe included to the final agreement as long as this does not divert away from the original scope.

Suppliers 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://www.nhssourcing.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)
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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 & 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: The Countess of Chester Hospital NHS Foundation Trust 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, which will be for a minimum of 10 calendar days,

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 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**

14.5.2013