

United Kingdom-Welwyn Garden City: Interpretation services

OJ S 132/2014 12/07/2014

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Hertfordshire NHS Procurement

Postal address: Hertfordshire NHS Procurement Gate House, Fretherne Rd

Town: Welwyn Garden City

Postal code: AL8 6NS

Country: United Kingdom

For the attention of: Mr. David Beaven

E-mail: david.beaven@hertsprocurement.nhs.uk

Telephone: +44 1707356176

Fax: +44 1707356179

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

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

The Supply of Interpreting, telephone interpreting and potentially translation services and BSL.

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

Services

Main site or place of performance: A range of locations currently across Hertfordshire, Essex and Norfolk. The range of areas may increase in accordance to Trust requirements.

NUTS code UKH East of England

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)**

Face to face Interpretation, telephone Interpretation, & potentially translation of written documents and/or non-spoken British Sign Language (BSL) for health care users and includes hands on sign interpreting.

A 24x7 service with diverse requirements may be required. The Trusts will be looking for

telephone interpreting services and other innovative ways of providing the service. The Trusts included in this tender are:

West Hertfordshire Hospitals NHS Trust.

Hertfordshire Community NHS Trust.

East and North Hertfordshire NHS Trust.

Hertfordshire Partnership University NHS Foundation Trust.

II.1.6. CPV code(s)

79540000 Interpretation services, 79530000 Translation services, 85000000 Health and social work 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: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

It is envisaged that separate contracts may be in place for each Trust.

1) You will need to ensure you register your company details via the suppliers portal on the Due North system www.supplying2nhs.com/. Candidates with an existing account should ensure all details are up to date. Candidates will be required to register their expression of interest via the Due North portal

under contract ref: JFF-2HOEO.

Candidates will be required to complete a PQQ which will be sent out automatically once potential bidders have registered interest in this opportunity via Due North. Should you not register your company details on Due North by the closing date, your interest will not be considered further.

2) Specific declarations - suppliers must declare that they have not been convicted of the following.

(a) 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;

(b) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;

(c) 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;

(d) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

Any resultant contract may be for the benefit of this or other member organisations or NHS bodies within the geographical areas including Bedfordshire, Hertfordshire, Norfolk, Suffolk, Cambridgeshire and Essex. The selected suppliers will be expected to supply all products /services as are required by the contracting authority from time to time. Future additions to their products/services will also be included. The contract is for the benefit of other participating NHS bodies and any other non-NHS bodies which the participants deem necessary for the delivery of services or goods to NHS bodies, local authorities, other government departments or non-departmental public bodies charged with the delivery of healthcare or health related services.

II.2.2. Information about options

Options: yes

Description of options: 36 months with the potential to extend 12 plus 12 months.

Further details will be in the PQQ and Tender Documents.

II.2.3. Information about renewals

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

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

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

The Contracting Authorities reserve the right to require deposits, guarantees, bonds or other forms of appropriate security.

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

Tenders are to be priced in sterling and payment will be made in sterling. The main terms and conditions will be provided to all bidders invited to tender. Further details will be provided in the ITT.

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

These will be set out in the contract documents.

III.1.4. Contract performance conditions

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

Description of particular conditions: These will be set out in the contract documents.

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

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

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

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

JFF-2HOEOX - T/04-14/06

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

11.8.2014 - 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

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 contract may be extended by a further 1 or 2 years.

The contract will be covered by the new Transparency Regulations.

All dates and time periods specified in this notice are provisional best estimates, and the contracting authorities reserve the right to change these.

Applicants are able to access the PQQ Documents via the Due North portal website by downloading, completing then re-attaching it.

Expressions of Interest/PQQ/Tenders, must be submitted via the Due North Portal by the time and dates specified. Any areas of non compliance will risk the submission not being acknowledged or evaluated.

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

9.7.2014