

**United Kingdom-Rugeley: Health and social work services**  
**OJ S 161/2013 21/08/2013**  
**Contract notice**  
**Services**

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

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**I.1. Name and addresses**

Official name: NHS Staffordshire and Lancashire Commissioning Support Unit

Postal address: Anglesey House, Towers Business Park, Staffordshire

Town: Rugeley

Postal code: WS15 1UL

Country: United Kingdom

For the attention of: Susan Hall

E-mail: [susan.hall@staffordshirecss.nhs.uk](mailto:susan.hall@staffordshirecss.nhs.uk)

Telephone: +44 7860733445

**Internet address(es):**

General address of the contracting authority: <https://cmcsu.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**

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: 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**

Shropshire CCG Non-Emergency Patient Transport Services.

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

Services

Service category No 25: Health and social services

Main site or place of performance: Shropshire, Telford & Wrekin and some out of county journeys.

NUTS code UKG22 Shropshire CC

**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)**

Shropshire CCG, Telford & Wrekin CCG, Shrewsbury & Telford Hospital NHS Trust, Robert Jones & Agnes Hunt NHS Foundation Trust, Shropshire Community Health NHS Trust and South Staffordshire & Shropshire Healthcare NHS Foundation Trust are seeking expressions of interest to deliver Non-Emergency Patient Transport Services, including a limited number of High Dependency Patient Transport.

It is the intention of Shropshire CCG (Lead Commissioner) to award a single contract to the successful bidder.

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

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**

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**

Shropshire CCG, Telford & Wrekin CCG, Shrewsbury & Telford Hospital NHS Trust, Robert Jones & Agnes Hunt NHS Foundation Trust, Shropshire Community Health NHS Trust and South Staffordshire & Shropshire Healthcare NHS Foundation Trust are seeking expressions of interest to deliver Non-Emergency Patient Transport Services, including a limited number of High Dependency Patient Transport. We are seeking to contract with a suitably qualified and experienced single Provider for the provision of a Non-Emergency Patient Transport Service which shall operate 365 days per annum (366 days leap year). Full requirements shall be detailed in the Service Specification at the ITT stage of this procurement.

The Patient Transport Service (PTS) is a non-emergency transportation service for patients whose condition is not considered an emergency. The purpose of the service is to transport non-emergency patients and a cohort of patients who require technician led support (not paramedic support) to and from Secondary Care Providers as well as Community locations (for example Primary Care Centres, Community Clinics and Community private clinics, GP Practices, Dental Practices, Optometrist Practices, private and independent Providers, Nursing and residential homes) and also includes out of county patient journeys.

Currently there are approximately 155 500 patient journeys per annum.

The Lead Commissioner (Shropshire CCG) requires the Provider to meet the following critical success factors throughout the duration of the Contract:

- To ensure best practice service provision.
- To ensure service equality across all service user types and backgrounds.
- To maintain agreed capacity at all times.
- To ensure waiting times for access to the service are maintained.
- To ensure the services offer value for money and are affordable.

The Provider shall be solely responsible for optimisation of its operations e.g. vehicle scheduling, staffing, asset deployment, investment to deliver the defined service according to the required performance standards.

It is the intention of the Lead Commissioner to award a single contract to a single successful bidder.

Candidates wishing to be considered must register their expression of interest and provide additional procurement specific information (by completing a PQQ) through the portal as follows:

- i) Candidates should register on the portal at <https://cmcsu.bravosolution.co.uk> (registration and use of the website is free of charge).
  - ii) Once registered, candidates must express interest by:
    - a. Logging-in to the CSU e-Tendering portal
    - b. Selecting response to advert and PQQ
    - c. Select Open Access PQQ
    - d. Search for and access listing related to this contract and view details.
    - e. Click on Express Interest link.
  - iii) Once you have expressed interest, access the MY PQQs page where you can download documentation (if required) and construct your reply as instructed.
- You must submit your reply on the website by the deadline stated. For technical support in submitting your expression of interest contact the Bravo Solution Help-Desk on  
Tel: +44 8003684850 or Email: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)

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

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

## **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**

Parent company or other guarantees may be required in certain circumstances. See the invitation to offer for further details

### **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: Information and formalities necessary for evaluating if requirements are met: Any supplier may be disqualified who: (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; (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.

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

List and brief description of conditions: The following may be requested in assessing potential bidders' economic and financial capacity:- (a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance; (b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established; (c) a statement of overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last two financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available. Please refer to the Pre-Qualification Questionnaire and/or Memorandum of Information for specific requirements.

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

List and brief description of conditions:

NHS Staffordshire & Lancashire CSU requires that potential bidders, in submitting their expression of interest, complete procurement specific information in the form of a Pre-Qualification Questionnaire (PQQ) available at <https://cmcsu.bravosolution.co.uk>. Failure to respond to the PQQ as required will result in an incomplete expression of interest. Please refer to Section VI.3) below for additional information.

### **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**

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**

#### **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**

Please state the following reference number in all future correspondence: PQQ 247.

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

no

##### **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**

19.9.2013 - 17:00

##### **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**

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**

If and when this requirement is offered to tender, this will be done via electronic means using the internet, and may also be through the medium of an electronic reverse auction.

NHS Staffordshire and Lancashire CSU is conducting this procurement exercise as a central

purchasing body for another NHS body (please refer to the PQQ and/or MOI for details) with whom the successful bidder(s) will enter into contracts for the supply of the services. Any other public sector body wishing to access the contract may do so only with permission from the contracting NHS body. The contract conditions will be set out in the Invitation to Tender. Further details will be made available via documentation and information released during the course of the tender process.

Submission of expression of interest and procurement specific information

This exercise will be conducted on the NHS Staffordshire and Lancashire CSU portal at <https://cmcsu.bravosolution.co.uk>. Candidates wishing to be considered must register their expression of interest and provide additional procurement-specific information (by completing a PQQ) through the portal as follows: i) Candidates should register on the portal at <https://cmcsu.bravosolution.co.uk> (registration and use of the website is free of charge). If your organisation has registered previously, you do not need to re-register. ii) Once registered, candidates must express interest by a) logging-in to the Central Midlands CSU eTendering portal, b) selecting response to advert and PQQ, c) select Open Access PQQ, d) search for and access listing related to this contract and view details, e) click on Express Interest link iii) Once you have expressed interest, access the My PQQs page where you can download documentation (if required) and construct your reply as instructed. You must submit your reply on the website by the deadline stated. For technical support in submitting your expression of interest contact the BravoSolution Help-desk on +44 8003684850 or [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)

Please note that the services to which this advertisement relates fall within Part B Schedule 3 of the Public Contracts Regulations. Neither placement of this advertisement nor any other indication shall be taken to mean that the Contracting Authority intends to hold itself bound by any Regulations save those applicable to Part B Residual Services. As such this advertisement is for publicity purposes only.

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

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

Official name: Shropshire Clinical Commissioning Group

Postal address: William Farr House

Town: Shrewsbury

Postal code: SY3 8LX

Country: United Kingdom

##### **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**

16.8.2013