

**United Kingdom-Edinburgh: Surgical tracking and tracing systems**

OJ S 159/2016 19/08/2016

Contract notice

Supplies

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Lothian Health Board (hereafter referred to as the 'Authority')

Postal address: c/o NHS NSS, Gyle Square, 1 South Gyle Crescent

Town: Edinburgh

NUTS code: UKM Scotland

Postal code: EH12 9EB

Country: United Kingdom

Contact person: Alan Summers

E-mail: [alan.summers@nhs.net](mailto:alan.summers@nhs.net)

Telephone: +44 1312756511

**Internet address(es):**Main address: <http://www.hfs.scot.nhs.uk>Address of the buyer profile: [http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10442](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10442)**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.publictendersscotland.publiccontractsscotland.gov.uk/web/login.html>**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Health

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

NHS Lothian Tracking and Traceability System for Endoscopes and Surgical Instruments.

Reference number: PA054

**II.1.2. Main CPV code**

33169500 Surgical tracking and tracing systems

**II.1.3. Type of contract**

Supplies

#### **II.1.4. Short description**

NHS Lothian require to purchase a Tracking and Traceability System for HSDU, all endoscopy decontamination units and all dental/podiatry decontamination units for the decontamination of re-usable invasive/non-invasive medical devices.

This will be required to cover various Board wide locations under a phased plan.

An option for a Production Management module for HDSU to be incorporated into the Tracking and Traceability system is included in the additional Lot 2.

#### **II.1.5. Estimated total value**

Value excluding VAT: 250 000,00 GBP

#### **II.1.6. Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for maximum number of lots: 2

Maximum number of lots that may be awarded to one tenderer: 1 The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The Authority reserves the right to award 1 Lot only.

The Authority will award either Lot 1 or Lot 2 only (subject to receipt of admissible tenders).

Both Lots 1 and 2 will not be awarded together.

### **II.2. Description**

#### **II.2.1. Title**

Tracking and Traceability System

Lot No: 1

#### **II.2.2. Additional CPV code(s)**

33197000 Medical computer equipment

#### **II.2.3. Place of performance**

NUTS code: UKM Scotland

Main site or place of performance: Various NHS Lothian locations (Board wide under a phased plan).

#### **II.2.4. Description of the procurement**

This requirement is for an electronic tracking and traceability system for decontamination which can be implemented across all the below units on a phased basis in line with clinical prioritisation and availability of funding.

NHS Lothian requires to sterilise and decontaminate approximately 117 375 theatre trays, 59 384 packs, 124 350 supplementary packs, for surgical provision in 24 theatres at RIE, 9 theatres at Western General Hospital, 9 theatres at St John's Hospital, 5 theatre at Royal Hospital for Sick Children, 2 theatres at Roodlands, 41 490 Anaesthetic instruments, and around 200 000 dental instruments annually. It also has around 250 endoscopes which are used to carry out around 55 000 endoscopy procedures each year (each scope being used approximately 220 times per year). Instruments are processed in the Hospital Sterilisation and Decontamination Unit (central sterile services unit) at Royal Infirmary of Edinburgh, Endoscopy Decontamination Units at St John's Hospital, Royal Infirmary of Edinburgh, Western General Hospital, Leith CTC and Roodlands Hospital; with dental instruments being processed at local decontamination units (LDUs) at Bonnyrigg Dental Centre, Musselburgh Primary Care Centre, St John's Hospital and the Western General Hospital.

The successful Contractor will be required to enter into a formal contract with the Authority in the form of and on the terms of the Contract included within the Invitation to Tender.

### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6. Estimated value**

Value excluding VAT: 250 000,00 GBP

### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 84

This contract is subject to renewal: no

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: no

### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

### **II.2.14. Additional information**

#### **II.2. Description**

##### **II.2.1. Title**

Tracking and Traceability System with Production Management Module  
Lot No: 2

##### **II.2.2. Additional CPV code(s)**

33197000 Medical computer equipment

##### **II.2.3. Place of performance**

NUTS code: UKM Scotland

Main site or place of performance: Various NHS Lothian locations (Board wide under a phased plan).

##### **II.2.4. Description of the procurement**

This requirement is for an electronic tracking and traceability system for decontamination which can be implemented across all the below units on a phased basis in line with clinical prioritisation and availability of funding, with the addition of a Production Management module for HSDU.

NHS Lothian requires to sterilise and decontaminate approximately 117 375 theatre trays, 59 384 packs, 124 350 supplementary packs, for surgical provision in 24 theatres at RIE, 9 theatres at Western General Hospital, 9 theatres at St John's Hospital, 5 theatre at Royal Hospital for Sick Children, 2 theatres at Roodlands, 41 490 Anaesthetic instruments, and around 200 000 dental instruments annually. It also has around 250 endoscopes which are used to carry out around 55,000 endoscopy procedures each year (each scope being used approximately 220 times per year). Instruments are processed in the Hospital Sterilisation and Decontamination Unit (central sterile services unit) at Royal Infirmary of Edinburgh, Endoscopy Decontamination Units at St John's Hospital, Royal Infirmary of Edinburgh, Western General Hospital, Leith CTC and Roodlands Hospital; with dental instruments being processed at local decontamination units (LDUs) at Bonnyrigg Dental Centre, Musselburgh Primary Care Centre, St John's Hospital and the Western General Hospital.

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**II.2.5. Award criteria**

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**II.2.6. Estimated value**

Value excluding VAT: 250 000,00 GBP

**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 84

This contract is subject to renewal: no

**II.2.10. Information about variants**

Variants will be accepted: no

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Options: no

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The procurement is related to a project and/or programme financed by European Union funds: no

**II.2.14. Additional information**

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions for participation**

**III.1.2. Economic and financial standing**

Minimum level(s) of standards possibly required:

4B.1.1 Bidders will be required to have a minimum 'general' yearly turnover of 500 000 GBP for the last 3 years.

4B.5 It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commence of any subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5 000 000 GBP.

Public Liability Insurance = 5 000 000 GBP.

Product Liability Insurance = 5 000 000 GBP.

**III.1.3. Technical and professional ability**

Minimum level(s) of standards possibly required:

— All tendered products must fully comply with the Requirement Documents included within the tender;

— 4D.1 Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

or

2. The bidder must have the following:

a. A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has and continues to implement a quality management policy that is authorised by their Chief Executive, or equivalent, and is

periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

b. Documented procedures for periodically reviewing, correcting and improving quality performance including processes for ensuring that the bidder's quality management is effective in reducing/preventing incidents of sub-standard delivery, this must include the quality of output and general performance.

c. A documented process for ensuring that quality management is effective in reducing /preventing incidents of sub-standard delivery, this must include the quality of output and general performance. The bidder must be able to provide copies of their organisation's documentation procedures, that meet current agreed good practice. These must include the arrangements for quality management throughout the bidder's organisation. They must set out how the bidder's organisation will carry out its policy, with a clear indication of how the arrangements are communicated to the workforce.

d. Documented arrangements for providing the bidder's workforce with quality related training and information appropriate to the type of work for which this organisation is likely to bid. This will demonstrate that the organisation has in place and implements training arrangements to ensure that its workforce has sufficient skills and understanding to discharge their various responsibilities. These must include a programme of training that will keep the workforce up to date with required knowledge about quality related issues, including copies of job profiles; training manuals and records.

e. Documented arrangements that your organisation has a system for monitoring quality management procedures on an on-going basis. The bidder's organisation must be able to provide evidence of systematic, periodic review and improvement of quality in respect of output and general performance

f. Documented arrangements for ensuring that the bidders apply quality management measures that are appropriate to the work for which they are being engaged.

g. A documented process demonstrating how the bidder deals with complaints. The bidder must be able to provide details of how their organisation maintains records of any complaints received and how corrective measures are carried out to prevent reoccurrence.

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 28/09/2016 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4.**

## Languages in which tenders or requests to participate may be submitted

English

### IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

### IV.2.7. Conditions for opening of tenders

Date: 28/09/2016 Local time: 12:00

Place:

NHS NSS, Gyle Square, 1 South Gyle Crescent, Edinburgh, EH12 9EB.

## Section VI: Complementary information

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### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.2. Information about electronic workflows

Electronic ordering will be used

### VI.3. Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 13827. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343> (SC Ref:453834).

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: The Common Services Agency (commonly known as NHS National Services Scotland)

Postal address: Gyle Square, 1 South Gyle Crescent

Town: Edinburgh

Postal code: EH12 9EB

Country: United Kingdom

E-mail: [peter.mcconnell@nhs.net](mailto:peter.mcconnell@nhs.net)

Telephone: +44 1698794534

Internet address: <https://nhsnss.org/>

#### VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

The Authority will notify economic operators who submitted a tender or (where no deselection notification has previously been made) applied to be selected to tender, of its decision to award the contract which notification will contain among other information, a summary of the reasons why the economic operator was unsuccessful. The notification will incorporate a 'standstill period' of a minimum of 10 clear calendar days (or a minimum of 15 if the communication method used is not electronic) between the date on which the Authority despatches the notice and the date on which the Authority proposes to make an award pursuant to this procurement. The bringing of court proceedings against the Authority during the standstill period will automatically continue the prohibition on entering into the contract until the court proceedings are determined, discontinued or disposed of, or the court, by interim order, brings to an end the prohibition. The remedies that may be awarded by the courts before the contract has been entered into include the setting aside of the decision to award the contract to the winning tenderer. The bringing of court proceedings against the Authority after

the contract has been entered into will not affect the contract unless grounds for the imposition of special penalties under the Public Contracts (Scotland) Regulations 2015 can be established. Otherwise the remedies that may be awarded by the courts where the contract has been entered into are limited to the award of damages. Economic operators are entitled to write to the Authority after receipt of the notification should they require further clarification. The Authority will respond within 15 days of such a written request, but it should be noted that receipt by the Authority of such request during the standstill period may not prevent the Authority from awarding the contract following the expiry of the standstill period. Where an economic operator is dissatisfied with the Authority's response to its request for clarification, or considers that the contract has been concluded in breach of The Public Contracts (Scotland) Regulations 2015, such economic operator is advised to promptly seek independent legal advice.

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

17/08/2016