

**United Kingdom-Huddersfield: Courier services**  
**OJ S 172/2015 05/09/2015**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Calderdale and Huddersfield NHS Foundation Trust

Postal address: Huddersfield Royal Infirmary, Acre Street

Town: Huddersfield

Postal code: HD3 3EA

Country: United Kingdom

For the attention of: Susan Horn

E-mail: [susan.horn@cht.nhs.uk](mailto:susan.horn@cht.nhs.uk)

**Internet address(es):**

General address of the contracting authority: <http://www.cht.nhs.uk/>

Address of the buyer profile: <http://www.cht.nhs.uk/>

Electronic access to information: <https://suppliers.mtquote.com/Page/Login.aspx>

Electronic submission of tenders and requests to participate: <https://suppliers.mtquote.com/Page/Login.aspx>

**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**

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**II.1. Description**

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

Courier Services for the Huddersfield Pharmacy Specials.

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

Services

Service category No 2: Land transport services [2], including armoured car services, and courier services, except transport of mail

Main site or place of performance: Huddersfield.

NUTS code UKE43 Calderdale

**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)**

Huddersfield Pharmacy Specials is situated in Huddersfield and currently manufactures a wide range of medicinal products which are supplied to a large cross section of public and private sector organisations, such as NHS Trusts and pharmacies throughout the UK. The intention is to provide an efficient, timely, cost effective and secure courier service delivering parcels to customers across the UK; Northern Ireland and to EU countries, including returns, overnight parking and transshipment. The outline scope includes 3 Lots which may be if required accommodated by the award of more than 1 contract. Lot 1 Same day / Next day delivery Lot 2 Cold Chain Lot 3 Controlled Drugs.

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

64120000 Courier services

### **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

### **II.1.9. Information about variants**

Variants will be accepted: no

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

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

Huddersfield Pharmacy Specials is situated in Huddersfield and currently manufactures a wide range of medicinal products which are supplied to a large cross section of public and private sector organisations, such as NHS Trusts and pharmacies throughout the United Kingdom (including Northern Ireland). HPS currently dispatches approximately 300-350 packages per week Monday to Friday (excluding public holidays). Made up of 50 same day and next day deliveries per day, between 3 and 8 controlled drug deliveries per day, and approximately 10 cold chain deliveries per day. The intention is to provide an efficient, timely, cost effective and secure courier service delivering parcels to customers across the UK; Northern Ireland and to EU countries, including returns, overnight parking and transshipment. The outline scope below includes 3 Lots which may be if required accommodated by the award of more than one contract. Lot 1 Same day / Next day delivery Lot 2 Cold Chain Lot 3 Controlled Drugs.

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

Options: no

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

This contract is subject to renewal: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

Start 1.2.2016. Completion 1.2.2018

Information about lots

Lot No: 1

Lot title: Lot 1 Same day / Next day Courier service

**1) Short description**

In total there are approximately 300-350 packages per week Monday to Friday are made (excluding public holidays). Made up of 50 same day and next day deliveries per day, between 3 and 8 controlled drug deliveries per day, and approximately 10 cold chain deliveries per day. The intention is to provide an efficient, timely, cost effective and secure courier service delivering parcels to customers across the UK; Northern Ireland and to EU countries, including returns, overnight parking and transshipment.

**2) CPV code(s)**

64120000 Courier services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 2

Lot title: Lot 2 Cold Chain Courier service

**1) Short description**

In total there are approximately 300-350 packages per week Monday to Friday are made (excluding public holidays). Made up of 50 same day and next day deliveries per day, between 3 and 8 controlled drug deliveries per day, and approximately 10 cold chain deliveries per day. The intention is to provide an efficient, timely, cost effective and secure courier service delivering parcels to customers across the UK; Northern Ireland and to EU countries, including returns, overnight parking and transshipment.

**2) CPV code(s)**

64120000 Courier services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 3

Lot title: Lot 3 Controlled Drugs Courier service

**1) Short description**

In total there are approximately 300-350 packages per week Monday to Friday are made (excluding public holidays). Made up of 50 same day and next day deliveries per day, between 3 and 8 controlled drug deliveries per day, and approximately 10 cold chain deliveries per day. The intention is to provide an efficient, timely, cost effective and secure courier service delivering parcels to customers across the UK; Northern Ireland and to EU countries, including returns, overnight parking and transshipment.

**2) CPV code(s)**

64120000 Courier services

**3) Quantity or scope**

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

**5) Additional information about lots**

## **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**

The performance of the contract is subject to particular conditions: no

### **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**

List and brief description of conditions: The supplier must provide full details if he:

- a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors or who 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 for an arrangement with creditors or is the subject of any other similar proceedings under national laws or regulations.

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

List and brief description of conditions:

- c) Has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata;
- d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- 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 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 those of the country of the contracting authority.

#### **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**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

## **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**

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: no

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

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

CA3085

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

no

##### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

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

7.10.2015 - 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**

##### **IV.3.8. Conditions for opening of tenders**

Persons authorised to be present at the opening of tenders: no

#### **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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Calderdale & Huddersfield NHS Foundation Trust

Postal address: Huddersfield Royal Infirmary

Town: Huddersfield

Postal code: HD3 3AE

Country: United Kingdom

E-mail: [susan.horn@cht.nhs.uk](mailto:susan.horn@cht.nhs.uk)

**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**

2.9.2015