

UK-London: contract administration services
OJ S 193/2012 06/10/2012
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: National Institute of Health & Clinical Excellence
Postal address: MidCity Place, 71 High Holborn
Town: London
Postal code: WC1V 6NA
Country: United Kingdom
Contact person: Y Tutt
E-mail: yvonne.tutt@nice.org.uk
Telephone: +44 1618703197

Internet address(es):

General address of the contracting authority: <http://www.nice.org.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: no

Section II: Object of the contract

II.1. Description

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

Tender to source external expertise for the NICE Scientific Advice Programme.

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

Services

Service category No 8: Research and development services

Main site or place of performance: Suppliers premises with attendance at NICE Manchester or London.

NUTS code UK United Kingdom

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)

The NICE Scientific Advice Programme (SA) provides consultation about NICE's evidence requirements during its appraisal processes. This is primarily aimed at developers of pharmaceutical products, but we do also provide advice on medical devices and diagnostics. NICE requires external experts to provide advice to our technical team.

II.1.6. CPV code(s)

79994000 Contract administration services, 85140000 Miscellaneous health services, 79990000 Miscellaneous business-related 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

II.2. Scope of the procurement

II.2.1. Total quantity or scope

II.2.2. Information about options

II.2.3. Information about renewals

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

Duration in months: 48 (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

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

Joint & Severable.

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: Company accounts as detailed in the specification are to be submitted with proposals.

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

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: yes

Section IV: Procedure

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

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

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

30.11.2012 - 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

Date: 3.12.2012 - 09:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

VI.3. Additional information

The NICE Scientific Advice Programme (SA) provides consultation about NICE's evidence requirements during its appraisal processes. This is primarily aimed at developers of pharmaceutical products, but we do also provide advice on medical devices and diagnostics. Developers may use this advice to best structure their clinical trial programmes to ensure the necessary evidence is gathered. More information about NICE SA is available on www.nice.org.uk/scientificadvice.

During each project, NICE requires external experts to provide advice to our technical team. The types of experts we commonly work with are leading clinicians and health economists and sometimes we also seek advice from statisticians and other Health Technology Assessment (HTA) specialists. A supplier is needed to identify, source and manage the requisite expertise based on the details provided in the company's briefing book at the start of a project. NICE is therefore inviting expressions of interest from organisations wishing to undertake this work. The role of the supplier is to source and manage the external expertise required by each advice project in NICE's Scientific Advice programme.

The supplier is expected to have effective project management skills to plan and coordinate the delivery of each task to time and quality, ensuring that the agreed specification for each task is followed appropriately.

Experts will usually be expected to:

- review the written information (briefing book) supplied by the company about their product,
- participate in teleconferences with the NICE technical team to discuss the information.

Depending on the type of project, experts may also be expected to:

- attend a face-to-face meeting with NICE staff and client company representatives in London or Manchester,
- contribute to the discussion of key issues at the face-to-face meeting,
- review, comment on and contribute to the draft NICE advice report to the company,
- comply with NICE's confidentiality and conflict of interest requirements.

On occasion NICE may also need to source experts to give a lecture as part of a training seminar organised by NICE. These would be held in either Manchester or London.

VI.4. Procedures for review

VI.4.1. Review body

Official name: National Institute for Health and Clinical Excellence

Postal address: Mid City Place 71 High Holborn

Town: London

Postal code: WC1V 6NA

Country: United Kingdom

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: NICE will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenders. This period allows unsuccessful tenderers to seek further debriefing

from the contracting authority before the contract is entered into. Applicants have 2 working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period. Such additional information should be requested from the contracting authority named in section I.1. If an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2006 (SI2006 No5.) provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (generally within three months). Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

5.10.2012