

**United Kingdom-Derby: Pharmaceutical products**  
**OJ S 190/2015 01/10/2015**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: East Midlands Procurement Portal  
Postal address: Derby Royal Teaching Hospital NHS Foundation Trust  
Town: Derby  
Postal code: DE22 3NE  
Country: United Kingdom  
For the attention of: Wilson Andrew  
E-mail: [andrewwilson6@nhs.net](mailto:andrewwilson6@nhs.net)  
Telephone: +44 13320787332

**Internet address(es):**

General address of the contracting authority: <https://www.derbyhospitals.nhs.uk/primary/pharmacy/empc/>

Electronic access to information: [www.emprocurehns.bravosolution.co.uk](http://www.emprocurehns.bravosolution.co.uk)

Electronic submission of tenders and requests to participate: [www.emprocurehns.bravosolution.co.uk](http://www.emprocurehns.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**

National or federal agency/office

**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

Official name: Leicestershire Healthcare NHS Trust

Official name: Northampton Healthcare NHS Foundation Trust

Official name: Nottinghamshire Healthcare NHS Trust

Official name: Derbyshire Healthcare NHS Foundation Trust

Official name: Walsall Healthcare NHS Trust

Official name: Chesterfield Royal Hospital NHS Foundation Trust

Official name: Nottingham University Hospitals NHS Trust

Official name: University Hospitals of Leicester NHS Trust

Official name: Sherwood Forest Hospitals NHS Foundation Trust

Official name: Derby Teaching Hospitals NHS Foundation Trust

Official name: Kettering General Hospital NHS Foundation Trust

Official name: Northampton General Hospital NHS Trust

## 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

Ready to Administer Products.

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

Services

Service category No 27: Other services

Main site or place of performance: NHS Trusts within the East Midlands region of the UK and /or other participating NHS bodies (whether acting individually, or on behalf of, or together as members of any consortia) along with 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 (only through the prior approval of East Midlands Pharmacy Collaborative (EMPC).

NUTS code UK United Kingdom

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

The procurement involves the establishment of a framework agreement

The notice involves a public contract

#### II.1.4. Information about framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years: 2 years with an option to extend for further 2 years.

#### II.1.5. Short description of the contract or purchase(s)

Participating Trusts within the East Midlands currently have insufficient capacity for the aseptic production of ready to administer products to meet their expanding needs, therefore a supplier /supplier(s) are sought to supplement the current service through the provision of a high quality, cost effective service to supply ready to administer products.

The aim of this tender is to provide a significant improvement in the supply of ready to administer products, and specifically to achieve:

- Optimisation of the formulation, presentation and labelling of products to improve safe handling and reduce risks to patients and staff. Reduced stock inventory,
- Regular, managed deliveries of agreed volumes,
- Full cost transparency per unit,
- Approved product specifications to facilitate quality assurance at trust level.

Products with a Certificate of Analysis are preferred (See award criteria for full details).

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

33600000 Pharmaceutical products

#### 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: no

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

Variants will be accepted: yes

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

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

Framework to provide Ready to administer products (RTA) and further Invitation to Tenders (ITT) containing identified products and usage (Initial RTA Product list).

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

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

This contract is subject to renewal: yes

## **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**

#### **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: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once)
  - Browse to the eSourcing Portal: <https://emprocurehns.bravosolution.co.uk> and click the link to register
  - Accept the terms and conditions and click 'continue'
  - Enter your correct business and user details
  - Note the username you chose and click 'Save' when complete
  - You will shortly receive an email with your unique password (please keep this secure)
2. Express an Interest in the tender
  - Login to the portal with the username/password
  - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier)
  - Click on the relevant PQQ/ ITT to access the content.
  - Click the 'Express Interest' button at the top of the page.
  - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only)
  - You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box
3. Responding to the tender

- Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining)
- You can now use the 'Messages' function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the on-screen instructions to complete the PQQ/ ITT
- There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the e-Tendering help desk.

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

List and brief description of conditions: Information and formalities necessary for evaluating if requirements are met: Any supplier may be disqualified who does not respond to the following in the requisite manner: 1) Entering general supplier information EMPC utilises the NHS Supplier Information Database (Sid4Gov) to manage and assess general pre-qualification information in the form of a profile. Candidates are requested to provide their profile in Sid4Gov as follows:

(i) Candidates must obtain a Dun & Bradstreet (D&B) D-U-N-S® Number to enable registration on sid4Gov. This normally is provided within 48 hours but may take up to 5 days\*, so please ensure this step is completed as soon as possible. The D-U-N-S® Number is the standard supplier coding for the NHS and must be obtained for use in all trading with the NHS. Check to see if your company has a D-U-N-S® Number on the sid4health registration page.

\* The D-U-N-S® Number registration turnaround time quoted is for UK subjects. Non UK subjects (businesses registered outside of the UK), should use [www.dnb.com](http://www.dnb.com) and choose the country in which the business is registered from the selection at the top of the Home page and then search for DUNS request form. If unable to find a DUNS request form please contact the local Customer Services team. Turnaround times will vary from country to country.

(ii) Candidates should register on Sid4Gov at [www.sid4gov.cabinetoffice.gov.uk](http://www.sid4gov.cabinetoffice.gov.uk) and submit their Sid4Gov company profile for publication to the system.

(iii) Once registration has been authorised by the sid4Gov administrator and after receiving logon details, access the Profile Management area and create and validate your sid4Gov company profile. (Candidates must publish at least one validated profile to make their profile available for buyers to view generally — see the Help page on sid4Gov within Profile Management for more details).

(iv) Candidates should ensure all the mandatory fields of their sid4Gov profile are completed. Failure to comply with the completion of all mandatory fields could result in the elimination from the procurement process. D&B data will be supplied automatically by D&B.

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

List and brief description of conditions:

Suppliers must hold the relevant licenses (MHRA) to participate in the contract.

### **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

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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

### IV.2. Award criteria

#### IV.2.1. Award criteria

#### IV.2.2. Information about electronic auction

### IV.3. Administrative information

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

D70.D23

#### 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

13.11.2015 - 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

### VI.2. Information about European Union funds

### VI.3. Additional information

The contract will run for 2 years with an option to extend for a further 2 years

The Contracting Authority intends to use an e-Tendering system in this procurement exercise and reserves the right to use a reverse auction.

The most economically advantageous tender for the provision of the goods and/or services detailed in the Specification in terms of:

1 Price.

2 Qualitative criteria of:

- a) Quality to include QA assessment of risk to patient, product quality, labelling, shelf-life, method of manufacture and documentation
- b) Market risk
- c) Delivery performance

The methodology for each given product has a 3 stage approach.

Stage 1

All offers will initially be ranked on Price. Lowest price; highest rank.

Stage 2

A second ranking will take place with Products with a Certificate of Analysis ranked higher than those with a Certificate of Conformance. Products with a Certificate of Conformity will not be assessed for suitability at this stage.

Stage 3

The lowest priced offer with a Certificate of Analysis (C of A) will be assessed against the qualitative award criteria. Products with a Certificate of Conformity will not be assessed for suitability at this stage.

Where a suitable product is identified as above, the offeror will be required to submit a sample complete with label for QA/QC review. If that product is found to be unacceptable, the next item will be identified and assessed using the same steps.

Each line item will undergo assessment until:

- an acceptable product is identified and accepted with a C of A,
- no C of A product is acceptable or available.

At this stage, steps 1, 2 and 3 will be repeated with the C of C replacing the C of A on the second ranking.

Notes — Products will be assessed (quality, market risk and evidenced delivery performance of Offerors etc) as described in the Invitation to Tender documentation.

Where the lowest-priced offer successfully fulfils each qualitative award criteria described, that offer will be awarded to the contract. In circumstances whereby the lowest-priced offer fails to fulfil the qualitative award criteria, this offer shall be rejected and the process repeated as stated to the next qualifying bid. The process described above shall be repeated until at least one Offeror is successfully appointed to the framework agreement or none of the offers are found to be acceptable against the award criteria heretofore described. For avoidance of doubt where Offerors fail to fulfil any of the qualitative award criteria, then they shall not in any circumstances be appointed to the contract.

(full details available via tender on bravo portal).

#### **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**

25.9.2015