

United Kingdom-Gillingham: Electronic mail software package

OJ S 196/2016 11/10/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Medway NHS Foundation Trust

Postal address: Green Zone, Level 1, Medway Maritime Hospital, Windmill Road

Town: Gillingham

Postal code: ME7 5NY

Country: United Kingdom

For the attention of: Mr Daniel Medley

E-mail: daniel.medley@medway.nhs.uk

Telephone: +44 1634830000

Internet address(es):General address of the contracting authority: <http://www.medway.nhs.uk>Electronic access to information: www.lpp sourcing.orgElectronic submission of tenders and requests to participate: www.lpp sourcing.org**Additional information can be obtained from:**

Official name: Medway NHS Foundation Trust

Postal address: Green Zone, Level 1, Medway Maritime Hospital, Windmill Road

Town: Gillingham

Postal code: ME7 5NY

Country: United Kingdom

For the attention of: Mr Daniel Medley

E-mail: daniel.medley@medway.nhs.uk

Telephone: +44 1634830000

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Medway NHS Foundation Trust

Postal address: Green Zone, Level 1, Medway Maritime Hospital, Windmill Road

Town: Gillingham

Postal code: ME7 5NY

Country: United Kingdom

For the attention of: Mr Daniel Medley

E-mail: daniel.medley@medway.nhs.uk

Telephone: +44 1634830000

Tenders or requests to participate must be submitted: Official name: Medway NHS Foundation Trust

Postal address: Green Zone, Level 1, Medway Maritime Hospital, Windmill Road

Town: Gillingham

Postal code: ME7 5NY

Country: United Kingdom

For the attention of: Mr Daniel Medley
E-mail: daniel.medley@medway.nhs.uk
Telephone: +44 1634830000

I.2. Type of the contracting authority

Other: Health

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

Hybrid Mail — Offsite solution Medway NHS Foundation Trust.

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

Services

Service category No 27: Other services

NUTS code UKJ41 Medway

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)

Medway Foundation Trust are conducting a restricted OJEU tender for Hybrid Mail offsite solution. The Trust requires a non-commitment based outsourced print facility to print letters which will include but not limited to; Outpatient Appointment Letters, screening communications and Foundation Trust communications. MFT are seeking to obtain cost effective secure end to end solution for production, printing, personalisation, mailing etc. of outgoing mail. Initially the solution will be implemented for patient appointment letters, Foundation Trust letters or other client letters. This may include Hybrid Mail, Bulk Mailing and Electronic Patient Communications Please note, this contract will not include a commitment to volumes.

II.1.6. CPV code(s)

48223000 Electronic mail software package, 64000000 Postal and telecommunications services, 72412000 Electronic mail service provider

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Medway Foundation Trust are conducting a restricted OJEU tender for Hybrid Mail offsite solution. The Trust requires a non-commitment based outsourced print facility to print letters which will include but not limited to; Outpatient Appointment Letters, screening communications and Foundation Trust communications. MFT are seeking to obtain cost effective secure end to end solution for production, printing, personalisation, mailing etc. of outgoing mail. Initially the solution will be implemented for patient appointment letters, Foundation Trust letters or other client letters. This may include Hybrid Mail, Bulk Mailing and Electronic Patient Communications Please note, this contract will not include a commitment to volumes.

Estimated value excluding VAT:

Range: between 150 000 and 400 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 24 (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

Please see PQQ when tender is live.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Please see PQQ when tender is live.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Please see PQQ when tender is live.

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

List and brief description of conditions: Please see PQQ when tender is live.

III.2.2. Economic and financial ability

List and brief description of conditions: Please see PQQ when tender is live.

Minimum level(s) of standards possibly required: Please see PQQ when tender is live.

III.2.3. Technical and professional ability

List and brief description of conditions:

Please see PQQ when tender is live.

Minimum level(s) of standards possibly required:

Please see PQQ when tender is live.

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

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

Envisaged minimum number 2: and Maximum number 6

Objective criteria for choosing the limited number of candidates: Scored references and pass /fail technical questions in PQQ.

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

0108

IV.3.2. Previous publication concerning this procedure

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

9.11.2016 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

15.11.2016

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 months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 13.12.2016 - 9:00

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

Section VI: Complementary information

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

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

6.10.2016