

UK-Torquay: imaging and archiving system

OJ S 236/2012 07/12/2012

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: South Devon Healthcare NHS Foundation Trust

Postal address: j.josento@nhs.net

Town: Torquay

Country: United Kingdom

For the attention of: Josento Josento

E-mail: j.josento@nhs.net

Telephone: +44 1803653357

Internet address(es):General address of the contracting authority: <http://nww.sdhs.nhs.uk/>Address of the buyer profile: <https://tactica-live.advanced365.com>**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**

SDH117 - Electronic Document & Record Management System and Scanning Service.

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

Services

Service category No 7: Computer and related services

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)

South Devon Healthcare NHS Foundation Trust has a requirement to procure an Electronic Document & Records Management System and Document Scanning Service. The aim of the project is to facilitate the digitalisation of the health records and to migrate the Trust to a paperlight/paperless environment. The system should be able to interface with all relevant Trust systems. Expressions of interest are invited from experienced suppliers with the ability to support the needs of an acute Trust. The Authority is conducting this tender process on an electronic tender portal. To respond to this tender notice, you must register your interest on the following site: <https://tactica-live.advanced365.com> Click on Current Opportunities, select this tender from the list and follow the instruction contained therein to register your interest. PQQ is in the next stage of the tender process and at this time interested parties are only required to express their interest in the above link.

II.1.6. CPV code(s)

48329000 Imaging and archiving system, 48311000 Document management software package , 48311100 Document management system, 48613000 Electronic data management (EDM), 72212311 Document management software development services, 72512000 Document management services, 79999100 Scanning 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
Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The requirement is divided into two lots and tenderers are invited to bid for one or more lots. If a contract is awarded to a consortium, applicants will be required to nominate a lead service provider with whom the awarding authority can contract, or form themselves into a single legal entity before the contract is awarded. The awarding authority may award more than 1 contract and these may be for all, or part only, of the services/products required. The initial contract will be for 5 years with the option to extend annually thereafter up to 12 years in total.

LOT 1:-

EDM software, support and training.
Migration of current electronic archive.

LOT 2:-

Bureau scanning services (or alternative options).
Document Preparation, Retention & Destruction service.

II.2.2. Information about options

Options: yes
Provisional timetable for recourse to these options:
in months: 60 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 7

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

Duration in months: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title:

1) Short description

2) CPV code(s)

48329000 Imaging and archiving system, 48311000 Document management software package , 48311100 Document management system, 48613000 Electronic data management (EDM), 72212311 Document management software development services, 72512000 Document management services, 79999100 Scanning 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

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Parent company and other guarantees may be required in certain circumstances see the invitation to tender for further details.

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 and severable liability.

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: Any supplier may be disqualified who does not respond to the following in the requisite manner:

- 1) Suppliers are required to express an interest in the OJEU process via the Trusts eSourcing system TACTICA - which is accessed at <https://tactica-live.advanced365.com> - please make sure that you are registered to avoid any future delays.
- 2) Information and formalities necessary for evaluating if requirements are met:
 - (a) Is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or 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 of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- (c) Has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;
- (d) Has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;
- (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 with 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 with those of the country of the contracting authority;
- (g) Is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;
- (h) Has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- (i) Has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
- (j) Has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (k) Has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

Bidders who have been convicted of a Bribery Act 2010 offence under section 1 (offences relating to bribing another person) or section 6 (bribery of foreign public officials) will be excluded.

In addition to the Provisions of Freedom of Information Act, Bidders will have due regard to the Trusts obligations on Transparency which are set out in more detail at www.businesslink.gov.uk/transparency/procurement and all offers will be submitted on the basis that the contract when awarded may be published in full in accordance with H M Government Transparency Guidance.

The Trust will also be utilising the NHS supplier information database (SID4Health) to manage and assess general pre-qualification information in the form of a profile. As well as responding to the tender via TACTICA, candidates are requested to provide or update their profile on the SID4Health as follows:

- a) candidates should register on SID4health at <http://www.SID4health.nhs.uk> by clicking on the Register Organisation tab and select the Supplier button.
- b) to continue with the registration process Suppliers must have a current DUNS Number. If a Supplier does not have a DUNS Number there is a link to the D&B UK website to request a DUNS Supplier Number.
- c) Suppliers who already have a published profile on SID4Health must confirm that information is up to date; i) candidates should ensure all relevant sections of their NHS SID4Health profile are completed to demonstrate their ability to meet the short listing criteria applicable to this contract. Where access to NHS SID4Health is unavailable, please contact NHS SID4Health helpdesk at help@SID4health.nhs.uk

Please note all responses to ojeu should be made through tactica esourcing system - registration is required on SID4HEALTH to update or provide company profiles only.

III.2.2. Economic and financial ability

List and brief description of conditions: As per III.2.1. above.

III.2.3. Technical and professional ability

List and brief description of conditions:

As per III.2.1. above.

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 number of candidates: 5

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

SDH117

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

10.11.2013 - 00:30

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

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

To receive more information about this tender, including any amendments and/or clarifications and to request any clarifications and/or to respond to this tender, you must register your interest to this tender on the following site: <https://tactica-live.advanced365.com>.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The Authority will allow a minimum 10 calendar day standstill period between notifying the award decision and awarding the contract. Unsuccessful tenderers and applicants are entitled to receive reasons for the decision, including the characteristics and relative advantages of the winning bid and the reasons why the tenderer/applicant was unsuccessful. Should additional information be required it should be requested of the addressee in section I.1. Aggrieved parties who have been harmed or are at risk of harm by breach of the procurement rules have the right to take action in the High Court (England and Wales). Any such action is subject to strict time limits and must be brought in accordance with the Public Contracts Regulations 2006 as amended by the Public Contracts (Amendment) Regulations 2009 and the Public Procurement (Miscellaneous Amendments) Regulations 2011.

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

VI.5. Date of dispatch of this notice

5.12.2012