

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/003764-2022>

Tender

Courier Services

The Common Services Agency (more commonly known as NHS National Services Scotland) ("NSS")

NHS 24

NHS Golden Jubilee

NHS Education for Scotland

Scottish Ambulance Service

The State Hospitals Board for Scotland

Healthcare Improvement Scotland

Public Health Scotland

F02: Contract notice

Notice identifier: 2022/S 000-003764

Procurement identifier (OCID): ocds-h6vhtk-03154f

Published 9 February 2022, 4:14pm

Section I: Contracting authority

I.1) Name and addresses

The Common Services Agency (more commonly known as NHS National Services Scotland) ("NSS")

Gyle Square (NSS Head Office), 1 South Gyle Crescent

Edinburgh

EH12 9EB

Contact

Douglas Thomson

Email

douglas.thomson@nhs.scot

Telephone

+44 1698794527

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.nss.nhs.scot/browse/procurement-and-logistics>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11883

I.1) Name and addresses

NHS 24

Golden Jubilee National Hosp, Agamenmon Street

Glasgow

G81 4DY

Email

danielle.welsh@nhs.scot

Telephone

+44 1419515000

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

www.nhs24.com

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00230

I.1) Name and addresses

NHS Golden Jubilee

Golden Jubilee National Hospital Beardmore Street, Agamemnon Street

Clydebank

G81 4DY

Email

angela.smith@gjnh.scot.nhs.uk

Telephone

+44 1419515000

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM81 - East Dunbartonshire, West Dunbartonshire and Helensburgh & Lomond

Internet address(es)

Main address

<http://www.nhsgoldenjubilee.co.uk/home/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00199

I.1) Name and addresses

NHS Education for Scotland

2nd Floor, Westport, 102 Westport

EDINBURGH

EH3 9DN

Email

tenders@nes.scot.nhs.uk

Telephone

+44 1316563200

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.nes.scot.nhs.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13002

I.1) Name and addresses

Scottish Ambulance Service

National Headquarters, Gyle Square, South Gyle Crescent

Edinburgh

EH12 9EB

Email

Alex.little1@nhs.scot

Telephone

+44 01313140090

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.scottishambulance.com>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00393

I.1) Name and addresses

The State Hospitals Board for Scotland

110 Lampits Road, Carstairs

Lanark

ML11 8RP

Email

charlie.hall2@nhs.scot

Telephone

+44 1555840293

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

<http://www.tsh.scot.nhs.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA0016
[1](#)

I.1) Name and addresses

Healthcare Improvement Scotland

National Headquarters Gyle Square, South Gyle Crescent,

Edinburgh

EH12 9EB

Email

comments.his@nhs.net

Telephone

+44 1313140118

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://healthcareimprovementscotland.org>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA0036
[3](#)

I.1) Name and addresses

Public Health Scotland

Gyle Square, 1 South Gyle Crescent

Edinburgh

EH12 9EB

Email

kris.lindsay@nhs.net

Telephone

+44 1312757454

Fax

+44 1419515761

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<https://www.publichealthscotland.scot/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30441

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Courier Services

Reference number

NSS212242

II.1.2) Main CPV code

- 64120000 - Courier services

II.1.3) Type of contract

Services

II.1.4) Short description

Courier Services

II.1.5) Estimated total value

Value excluding VAT: £1,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64120000 - Courier services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Mainly within Scotland

II.2.4) Description of the procurement

Document Courier Services

II.2.5) Award criteria

Quality criterion - Name: Technical & Quality / Weighting: 20

Price - Weighting: 80

II.2.6) Estimated value

Value excluding VAT: £1,000,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

1 April 2022

End date

31 March 2024

This contract is subject to renewal

Yes

Description of renewals

2 x 12 months at the discretion of NSS

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

2 x 12 months at the discretion of NSS

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Annual Turnover

Minimum level(s) of standards possibly required

Annual turnover in each of the last 3 years (must be related to the relevant activities) and that this is evidenced by the last 3 years of accounts you supply

III.1.3) Technical and professional ability

List and brief description of selection criteria

Experience of Running & Providing Similar Service

Minimum level(s) of standards possibly required

Evidence of your experience in running and delivering a similar Project giving 3 current examples

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Fair Work Practice

How you will commit to fair work practice

Community Benefits

Outline any community benefits you can offer

On line booking , tracking and proof of delivery

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

11 March 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

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

IV.2.7) Conditions for opening of tenders

Date

11 March 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Minimum within 2 years of contract start date with potential 2 x 12 month extension

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 212242. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community Benefits

Outline any community benefits you can offer

(SC Ref:681071)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Email

edinburgh@scotcourts.gov.uk

Telephone

+44 1312252525

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Email

edinburgh@scotcourts.gov.uk

Telephone

+44 1312252525

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Economic operators should approach the contracting authority in the first instance. However, the only formal remedy is to apply to the

courts:

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts

(Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of

Session

VI.5)

VI.4.4) Service from which information about the review procedure may be obtained

Sheriff Court House

27 Chambers Street

Edinburgh

EH1 1LB

Email

edinburgh@scotcourts.gov.uk

Telephone

+44 1312252525

Country

United Kingdom