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Tender

Small Isles Charter Service

NHS Highland

F02: Contract notice

Notice identifier: 2025/S 000-009566

Procurement identifier (OCID): ocds-h6vhtk-04d580

Published 17 March 2025, 8:53am

Section I: Contracting authority

I.1) Name and addresses

NHS Highland

Assynt House, Beechwood Park

Inverness

IV2 3BW

Email

nhsh.tenders@nhs.scot

Telephone

+44 1463704000

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00302

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Small Isles Charter Service

Reference number

HH003-24-HB

II.1.2) Main CPV code

- 60610000 - Ferry transport services

II.1.3) Type of contract

Services

II.1.4) Short description

NHS Highland requires a contracted charter boat service to provide safe, quality and timely transport of healthcare professionals to the Small Isles of Eigg, Rum, Muck and Canna on a regular all year round schedule.

II.1.5) Estimated total value

Value excluding VAT: £316,264

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 60610000 - Ferry transport services

II.2.3) Place of performance

NUTS codes

- UKM6 - Highlands and Islands

II.2.4) Description of the procurement

As part of the continued provision of Primary Health Care Services to the Small Isles, NHS Highland requires a contracted charter boat service. The purpose of the charter service shall be the safe, quality and timely transport of healthcare professionals and associates between Armadale (Isle of Skye) and each of the Small Isles of Eigg, Isle of Rum, Isle of Muck and Isle of Canna. The charter service will be a year round scheduled charter service with ad hoc services as and when required.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Contract shall be for two (2) years with optional extensions of 2 x 12 months

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

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

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

Award shall be subject to a satisfactory financial evaluation having been carried out by NHS Highland which may include credit checks and accounts analysis.

a) A copy of your audited accounts or equivalent for the most recent two years, along with details of any significant changes since the last year end. An additional question has been provided below to enable you to upload your second set of accounts.

or

b) A statement of your organisation's turnover; profit and cash flow for the most recent full year of trading or where a full year trading has not been completed, the same information for the period applicable. NOTE: if this information is not available in an audited format, please provide an end of period balance sheet or make the response specified in option (c) below.

or

c) If you are unable to provide the information requested above, please provide additional information and documentation that will give the Authority the assurance that you are capable of carrying out any subsequent awarded contract. For example, a statement of your organisation's cash flow forecast for the current year and a letter from your bank outlining the current cash and credit position or other alternative means of demonstrating financial standing.

For example, provide a statement explaining why the organisation was not in net profit after tax in either of the reported financial years.

Minimum level(s) of standards possibly required

It is a requirement of this Contract that bidders hold, or can commit to obtain prior to commencement of any subsequently awarded Contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance = 5,000,000 GBP

Public Liability Insurance = 5,000,000 GBP

Professional Indemnity = 5,000,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders are required to provide a minimum of 2 examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

Quality Management Procedures

1. The bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BS EN ISO 9001 (or equivalent),

Or,

2. The bidder must have the following:

a. A documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the bidder has, and continues to implement, a quality management policy that is authorised by their Chief Executive, or equivalent, which is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation.

Health and Safety Procedures

3. The bidder must hold a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with BS OHSAS 18001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a construction-related scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum.

The Bidder must hold a UKAS (or equivalent) accredited independent third party certificate of compliance with BS EN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate, or a regularly reviewed documented process.

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

The Boat Master and any other crew member employed in the operation of this Contract shall hold a valid certificate as required by the Maritime and Coastguard Agency for the service provided.

III.2.3) 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

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-002251](#)

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

Date

17 April 2025

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

17 April 2025

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: If we are to retender we will look to publish a notice around 2028

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28783. 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:

Full details can be found within the tender documents

(SC Ref:793376)

VI.4) Procedures for review

VI.4.1) Review body

The Inverness Justice Centre

Inverness

IV1 1AH

Country

United Kingdom