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Tender

## **Patient Transport Services**

University Hospitals of Morecambe Bay NHS Foundation Trust

F02: Contract notice

Notice identifier: 2021/S 000-010764

Procurement identifier (OCID): ocids-h6vhtk-02b17d

Published 14 May 2021, 10:55pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

University Hospitals of Morecambe Bay NHS Foundation Trust

Westmorland General Hospital

Kendal

LA9 7RG

#### **Email**

[lucy.morrison@mbht.nhs.uk](mailto:lucy.morrison@mbht.nhs.uk)

#### **Telephone**

+44 1524584124

#### **Fax**

+44 1524584124

#### **Country**

United Kingdom

**NUTS code**

UKD - North West (England)

**Internet address(es)**

Main address

<https://www.uhmb.nhs.uk>

**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://uhmb.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://uhmb.bravosolution.co.uk/>

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Patient Transport Services

#### **II.1.2) Main CPV code**

- 60000000 - Transport services (excl. Waste transport)

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

University Hospitals of Morecambe Bay NHS Foundation Trust (UHMB) requires a patient transfer service for an initial 36-month period and fixed price contract, with optional 12 + 12-month extensions:-

University Hospitals of Morecambe Bay NHS Foundation Trust requires a provider OR providers for an on-site patient transfer service at the Royal Lancaster Infirmary site during core specified hours. Subject to activity and demand, there may also be, during core hours, a requirement to carry out ad hoc discharges or transfers subject to authorisation from the appropriate Trust personnel.

In addition the Trust also requires an ad-hoc on-site and inter-site transfer and, discharge service at other times as required.

#### **Core Days & Hours**

Furness General Hospital ( 7 days) 8am to 8pm

Royal Lancaster Infirmary (Mon - Fri) 9am to 9pm

Royal Lancaster Infirmary 24hr cover (7 days)

Westmorland General Hospital

any of the three vehicles may be asked to go to WGH to assist with patient transport

The contractor must ensure that all members of staff, who provide this service, have full enhanced DBS clearance, valid driving licenses and appropriate Basic Life Support and Manual Handling Training.

All staff must be suitably qualified and trained for the provision of patient transfer services including moving patients with fractures and chest pains. Training must be on-going and regularly monitored and documented. Copies of training documents and staff qualifications must be provided for the Trust as part of the tender process and should the Trust request so, at any time by agreement during the contract period.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 60100000 - Road transport services
- 85143000 - Ambulance services

#### **II.2.3) Place of performance**

NUTS codes

- UKD4 - Lancashire

Main site or place of performance

Royal Lancaster Infirmary

Furness General Hospital

Westmorland General Hospital

#### **II.2.4) Description of the procurement**

To Provide University Hospitals of Morecambe Bay NHS Foundation Trust Patient Transfer Services.

Furness General Hospital ( 7 days) 8am to 8pm

Estimated weekly journeys 35

Royal Lancaster Infirmary (Mon - Fri) 9am to 9pm

Estimated weekly Journeys 40

Royal Lancaster Infirmary 24hr cover (7 days)

Estimated weekly Journeys 160

Westmorland General Hospital

any of the three vehicles may be asked to go to WGH to assist with patient transport

In addition, the Trust also requires an ad-hoc on-site and inter-site transfer and, discharge service at other times as required.

Outside of Hours

Bank Holidays

Out of Area Transfers

The contractor must ensure that all members of staff, who provide this service, have full enhanced DBS clearance, valid driving licenses and appropriate Basic Life Support and Manual Handling Training.

All staff must be suitably qualified and trained for the provision of patient transfer services including moving patients with fractures and chest pains. Training must be on-going and regularly monitored and documented. Copies of training documents and staff qualifications must be provided for the Trust as part of the tender process and should the Trust request so, at any time by agreement during the contract period.

The key deliverables of the Service are:

- Enablement of patient transfer and discharges
- Patient Safety
- Fit for purpose service
- Efficiencies – fixed costs and timeliness
- Auditable Quality Assurance

University Hospitals Morecambe Bay NHS Foundation Trust reserves the right to select more than one provider where necessary to meet demand requirements. Selection will be based upon the scoring methodology outlined in the tender.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £1,500,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Possible extension of up to an additional 24 months depending upon satisfactory supplier performance and/or on-going required demand.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **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

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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### **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: [2017/S 136-279253](#)

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

Date

28 June 2021

Local time

12:34pm

### **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

7 July 2021

Local time

8:00am

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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**

(A) 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://uhmb.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 in the "Actions" box on the left-hand side 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 the "Settings and Buyer Attachments" in the "Actions" box. 3. Responding to the tender - You can now choose to "Reply" or "Reject" (please give a reason if rejecting) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT - There may be a mixture of online & offline actions for you to perform (there is detailed online help available) You must then publish your reply using the publish button in the "Actions" box on the left-hand side of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

(B The contracting authority does not bind itself to accept the lowest or any offer.

(C The contracting authority is not responsible for any costs incurred by bidders in relation to their participation in this process.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

University Hospitals of Morecambe Bay NHS Foundation Trust

Kendal

Country

United Kingdom

