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Tender

## **Medical Record Storage**

ROYAL CORNWALL HOSPITALS NHS TRUST

F02: Contract notice

Notice identifier: 2021/S 000-016855

Procurement identifier (OCID): ocds-h6vhtk-02c949

Published 17 July 2021, 12:38pm

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

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

ROYAL CORNWALL HOSPITALS NHS TRUST

Truro

TR1 3LJ

#### **Contact**

Michael Roach

#### **Email**

[michael.roach1@nhs.net](mailto:michael.roach1@nhs.net)

#### **Country**

United Kingdom

#### **NUTS code**

UKK30 - Cornwall and Isles of Scilly

**Internet address(es)**

Main address

[www.royalcornwall.nhs.uk](http://www.royalcornwall.nhs.uk)

**I.3) Communication**

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

<https://uk.eu-supply.com/login.asp?B=NHSSW>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://uk.eu-supply.com/login.asp?B=NHSSW>

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**

Medical Record Storage

Reference number

NHS1410

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

- 63121100 - Storage services

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

Services

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

Physical Storage of Medical Records

#### **II.1.5) Estimated total value**

Value excluding VAT: £300,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Medical Record Storage

Lot No

1

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

- 63121100 - Storage services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Cornwall

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

Physical Storage of Medical Records

### **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: £200,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Options to extend for further 2 x 12 months

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

Options to extend for further 2 x 12 months

### **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) Description**

### **II.2.1) Title**

Medical Records Storage

Lot No

2

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

- 63121100 - Storage services

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

NUTS codes

- UKK30 - Cornwall and Isles of Scilly

Main site or place of performance

Cornwall

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

Physical Storage of Medical Records

### **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: £100,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 2 x 12 months

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

Options to extend for 2 x 12 months

### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

See Invitation to Tender

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

See Invitation to Tender

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

Date

17 August 2021

Local time

5:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

17 August 2021

Local time

5:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

### **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**

This tender is being conducted using electronic means using the Internet. Companies should register their interest and respond to the contract notice using the link to the e-tendering portal <https://uk.eu-supply.com/login.asp?B=NHSSW> Potential suppliers are required to click on the current opportunities button on the e-tendering site to view details of this procurement and then use the online registration link to enter their company details. Within the form to register company details, there is a “Test” button to verify the identified e-mail address. It is strongly recommended that this is used, to ensure validity and effectiveness of the link registered for messages to/from the e-tendering site. Once the registration screen has been completed and an e-mail confirming successful registration of the company has been received from CTM, suppliers can continue to follow the on screen prompts to register an expression of interest in any particular tender. Details of the process to be followed are also available in ‘A Suppliers First Step Guide’ from the CTM login page. The guide will explain some of the requirements and procedures involved when responding to a tender. For more detailed information there is a second document ‘Suppliers User Guide’ that can be found on the CTM home page.

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

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

Royal Cornwall Hospitals NHS Trust

Truro

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

Royal Cornwall Hospitals NHS Trust

Truro

Country

United Kingdom

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

Royal Cornwall Hospitals NHS Trust

Truro

Country

United Kingdom