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Tender

## **Provision of Language Services**

NHS London Procurement Partnership

F02: Contract notice

Notice identifier: 2021/S 000-017311

Procurement identifier (OCID): ocds-h6vhtk-02cb0d

Published 22 July 2021, 10:40am

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

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

NHS London Procurement Partnership

Ground Floor, 200 Great Dover Street

London

SE1 4YB

#### **Contact**

Ms Laura Whitworth

#### **Email**

[laura.whitworth@lpp.nhs.uk](mailto:laura.whitworth@lpp.nhs.uk)

#### **Telephone**

+44 7548152944

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.lpp.nhs.uk>

Buyer's address

<http://www.lpp.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://procontract.due-north.com/Advert/Index?advertId=7a0584ac-10b3-e611-8118-000c29c9ba21>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=7a0584ac-10b3-e611-8118-000c29c9ba21>

**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

Provision of Language Services

Reference number

DN225407

#### II.1.2) Main CPV code

- 79540000 - Interpretation services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

This notice is to advise of a further 1 year extension to current Dynamic Purchasing System for Language Services LPP/2015/015 OJEU ref 2015/S 149-275624

Guy's & St Thomas' NHS Foundation Trust (as host of the NHS London Procurement Partnership) is seeking to establish a Dynamic Purchasing System for the provision of Language Services including Spoken Face to Face Interpretation; Non-spoken Face to Face Interpretation (including British Sign Language), Telephone & Video Interpretation & Written Translation & Transcription & Ancillary Services.

The DPS is structured to offer participating authorities flexibility & choice. It shall be a matter of judgment for the participating authorities to decide which particular lot(s) are most appropriate to meet their specific requirements, to best deliver their business needs.

The DPS shall be open to public sector organisations including but not limited to:

LPP member bodies as listed at: <http://www.lpp.nhs.uk/about-lpp/our-members/> , and any additional new LPP members for the duration of the contract, plus any other Public Sector bodies located in England, subject to the approval of LPP.

This DPS will enable participating organisations to conduct further competitions as and when their organisation's requirement arises. The Language Services are given in the Lots listed below. Lots 1-3 are divided in to regional sub-lots. Providers will submit responses based on their experience and capabilities in the individual Lots, and on the

regions to be covered. It is envisaged that providers will submit their tenders in the following combinations: A Tender for only one Language Service Lot (a single Lot or sub-lot within Lots 1 through to 5),

A Tender for multiple Language Service Lots (a combination of Lots or sub-lots within Lots 1 through to 5),

A Tender for all the Language Service Lots (Lots 1 through to 5 including all sub-lots).

Providers are at liberty to tender for any or all of the Lots and/or regional sub-lots. During their decision-making process, providers should consider the following points:

- Their expertise in carrying out any / all of the listed Language Service Lots,
- The geographic areas they can cover.

Further competitions are dependant on the specific requirements of the Trusts and other DPS users within the regions, and therefore may be for any number of the Lots,

- For clarification please note that providers can only be selected for any further competitions based on the specific lots that they have expressed interest for and consequently been awarded to the DPS for, following the PQQ stage. For example, a provider who has only been awarded to Lot 5 of the DPS will not be eligible to participate in a further competitions for Lots 1 through to 4.

The language service lots to be included in the DPS are:

Lot 1 — Multidiscipline/Managed Service .

Lot 2 — Face to Face Spoken Interpretation

Lot 3 — Face to Face Non-Spoken Interpretation

Lot 4 — Telephone & Video Interpretation

Lot 5 — Written Translation, Transcription & Ancillary Services

In applying for a position on the DPS for any or all of the regional sub-lots under Lot 1, providers will need to ensure that they can provide all the services covered by Lots 2-5 (either directly or through the engagement of sub-contractors) and in all the geographic regions being applied for. For example a provider wishing to apply for Lot 1a must also be able to provide the services for Lot 2a, 3a, 4 & 5.

The DPS shall be for a period of 5 years with the option to extend in line with the Public

Contract Regulations 2015 and original contract notice.

This DPS is now being extended for a second year with a new end date of 26th August 2022

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The language service lots to be included in the DPS are:

Lot 1 — Multidiscipline/Managed Service .

Lot 2 — Face to Face Spoken Interpretation

Lot 3 — Face to Face Non-Spoken Interpretation

Lot 4 — Telephone & Video Interpretation

Lot 5 — Written Translation, Transcription & Ancillary Services

## **II.2) Description**

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

Multidiscipline/Managed Service .

Lot No

1

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

- 79540000 - Interpretation services

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

NUTS codes

- UK - United Kingdom

## II.2.4) Description of the procurement

This notice is to advise of a further 1 year extension to current Dynamic Purchasing System for Language Services LPP/2015/015 OJEU ref 2015/S 149-275624

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The DPS is structured to offer participating authorities flexibility & choice. It shall be a matter of judgment for the participating authorities to decide which particular lot(s) are most appropriate to meet their specific requirements, to best deliver their business needs.

The DPS shall be open to public sector organisations including but not limited to:

LPP member bodies as listed at: <http://www.lpp.nhs.uk/about-lpp/our-members/> , and any additional new LPP members for the duration of the contract, plus any other Public Sector bodies located in England, subject to the approval of LPP.

This DPS will enable participating organisations to conduct further competitions as and when their organisation's requirement arises. The Language Services are given in the Lots listed below. Lots 1-3 are divided in to regional sub-lots. Providers will submit responses based on their experience and capabilities in the individual Lots, and on the regions to be covered. It is envisaged that providers will submit their tenders in the following combinations: A Tender for only one Language Service Lot (a single Lot or sub-lot within Lots 1 through to 5),

A Tender for multiple Language Service Lots (a combination of Lots or sub-lots within Lots 1 through to 5),

A Tender for all the Language Service Lots (Lots 1 through to 5 including all sub-lots).

Providers are at liberty to tender for any or all of the Lots and/or regional sub-lots. During their decision-making process, providers should consider the following points:

- Their expertise in carrying out any / all of the listed Language Service Lots,
- The geographic areas they can cover.

Further competitions are dependant on the specific requirements of the Trusts and other DPS users within the regions, and therefore may be for any number of the Lots,

— For clarification please note that providers can only be selected for any further competitions based on the specific lots that they have expressed interest for and consequently been awarded to the DPS for, following the PQQ stage. For example, a provider who has only been awarded to Lot 5 of the DPS will not be eligible to participate in a further competitions for Lots 1 through to 4.

The language service lots to be included in the DPS are:

Lot 1 — Multidiscipline/Managed Service .

Lot 2 — Face to Face Spoken Interpretation

Lot 3 — Face to Face Non-Spoken Interpretation

Lot 4 — Telephone & Video Interpretation

Lot 5 — Written Translation, Transcription & Ancillary Services

In applying for a position on the DPS for any or all of the regional sub-lots under Lot 1, providers will need to ensure that they can provide all the services covered by Lots 2-5 (either directly or through the engagement of sub-contractors) and in all the geographic regions being applied for. For example a provider wishing to apply for Lot 1a must also be able to provide the services for Lot 2a, 3a, 4 & 5.

The DPS shall be for a period of 5 years with the option to extend in line with the Public Contract Regulations 2015.

This DPS is now being extended for a second year with a new end date of 26th August 2022

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

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

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

End date

26 August 2022

This contract is subject to renewal

Yes

Description of renewals

As per the original OJEU notice relating to this procurement: -

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

This is the second 12 month renewal from a possible 3.

#### **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

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

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

Lot No

2

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

- 79540000 - Interpretation services

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

NUTS codes

- UK - United Kingdom

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

Face to Face spoken interpretation

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

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

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

End date

26 August 2022

This contract is subject to renewal

Yes

Description of renewals

As per the original OJEU notice relating to this procurement: -

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

This is the second 12 month renewal from a possible 3.

#### **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

## **II.2) Description**

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

Lot No

3

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

- 79540000 - Interpretation services

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

NUTS codes

- UK - United Kingdom

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

Face to Face non spoken Interpretation

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

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

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

End date

26 August 2022

This contract is subject to renewal

Yes

Description of renewals

As per the original OJEU notice relating to this procurement: -

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

This is the second 12 month renewal from a possible 3.

#### **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

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

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

Lot No

4

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

- 79540000 - Interpretation services

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

NUTS codes

- UK - United Kingdom

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

Telephone/Video Interpretation

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

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

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

End date

26 August 2022

This contract is subject to renewal

Yes

Description of renewals

As per the original OJEU notice relating to this procurement: -

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

This is the second 12 month renewal from a possible 3.

## **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

## **II.2) Description**

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

Lot No

5

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

- 79530000 - Translation services

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

NUTS codes

- UK - United Kingdom

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

Written translation, transcription and ancillary services

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

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

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

End date

26 August 2022

This contract is subject to renewal

Yes

Description of renewals

As per the original OJEU notice relating to this procurement: -

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

This is the second 12 month renewal from a possible 3.

### **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

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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

You will fail the Pre-Qualification Questionnaire if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved) as per the mandatory exclusion criteria included in the Pre Qualification Questionnaire.

You may fail the Pre-Qualification Questionnaire if

(a) your organisation has violated applicable obligations referred to in regulation 56 (2) of the Public Contract Regulations 2015 in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Public Contracts Directive as amended from time to time;

(b)

your organisation is bankrupt or is the subject of insolvency or winding-up proceedings, where your assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State;

(c)

your organisation is guilty of grave professional misconduct, which renders its integrity questionable;

(d)

your organisation has entered into agreements with other economic operators aimed at distorting competition;

(e)

your organisation has a conflict of interest within the meaning of regulation 24 of the Public Contract Regulations 2015 that cannot be effectively remedied by other, less intrusive, measures;

(f)

the prior involvement of your organisation in the preparation of the procurement procedure has resulted in a distortion of competition, as referred to in regulation 41, that cannot be remedied by other, less intrusive, measures;

(g)

your organisation has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions;

(a)

your organisation—

(i)

has been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria; or

(ii)

has withheld such information or is not able to submit supporting documents required under regulation 59 of the Public Contract Regulations 2015; or

(i) your organisation has undertaken to

(aa)

unduly influence the decision-making process of the contracting authority, or

(bb)

obtain confidential information that may confer upon your organisation undue advantages in the procurement procedure; or

(j)

your organisation has negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award; or

where the Contracting Authority can demonstrate the Supplier's non-payment of taxes/social security contributions where no binding legal decision has been taken.

Information and formalities necessary for evaluating if the requirements are met: (a) A copy of the audited accounts for the most recent two years or (b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation or (c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position or (d) Alternative means of demonstrating financial status if any of the above are not available (e.g. Forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).

Minimum level(s) of standards possibly required: A Pre-Qualification Questionnaire will be issued to all interested operators throughout the duration of the Dynamic Purchasing System detailing the conditions for participation in respect of the operator's personal situation. Submissions from any interested operator who does not respond in the requisite manner may be disregarded. This procurement exercise will be conducted on the Due North eTendering portal at [www.lppsourcing.org](http://www.lppsourcing.org). Contract ID DN225407 Provision of Language Services. Operators who wish to have an application considered for award on to the DPS must provide pre-qualification information as specified in the PQQ through the Due North eTendering portal as follows: i) operators register on the eTendering portal at [www.lppsourcing.org](http://www.lppsourcing.org) ii) once registered click on the My Opportunities option on the right side of the screen and then select NHS London Procurement Partnership as the organisation. iii) click on the Contract ID 9XZE-4S5ICF or Internal Contract ID LPP/2015/018 to open the detail of the PQQ. To access all documents and information on submission deadlines and completion guidance, click on View Pre Qualification Questionnaire at the top right on the screen. If you experience any difficulties please contact the Due Northsourcing Helpdesk on +44 8452930459 or email: [support@due-north.com](mailto:support@due-north.com)

### **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**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

The dynamic purchasing system might be used by additional purchasers

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

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2015/S 149-275624](#)

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

Date

26 August 2022

Local time

5:00pm

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

English

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Guy's & St Thomas's NHS Foundation Trust (as host of the London Procurement Partnership)

Great Maze Pond

London

SE1 9RT

Country

United Kingdom