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Tender

## **Supply of Toxicology Services**

Crown Office and Procurator Fiscal Service

F02: Contract notice

Notice identifier: 2022/S 000-020099

Procurement identifier (OCID): ocds-h6vhtk-03552b

Published 25 July 2022, 10:39am

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

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

Crown Office and Procurator Fiscal Service

Crown Office, 25 Chambers Street

Edinburgh

EH1 1LA

#### **Contact**

Audrey Camerton

#### **Email**

[audrey.cameron@andersonstrathern.co.uk](mailto:audrey.cameron@andersonstrathern.co.uk)

#### **Telephone**

+44 1412426060

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.copfs.gov.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00292](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00292)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Body governed by public law

**I.5) Main activity**

Public order and safety

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## **Section II: Object**

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

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

Supply of Toxicology Services

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

- 71900000 - Laboratory services

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

Services

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

The Lord Advocate through the Crown Office and Procurator Fiscal Service (COPFS) has responsibility in Scotland for the prosecution of crime in Scotland and the investigation of sudden or suspicious deaths which require further investigation. As part of the process of investigating deaths, the Procurator Fiscal may, in order to establish the cause and mechanism of death, instruct post-mortem examinations at specified mortuaries. As part of the post-mortem process, the Pathologists may require toxicological analysis in order to assist with the determination of the cause of death. COPFS currently contracts with Glasgow University (the University) of these post-mortem toxicological services for the whole of Scotland (excluding Aberdeenshire and the Highlands). The University is currently working through a transition process as agreed with COPFS and Scottish Government leading to the transfer of this service to the Scottish Police Authority (SPA) effective from 1st December 2022. As part of that transition process the University is required to engage closely with SPA to successfully implement the transition and to establish the new laboratory facilities. As a consequence, there will be periods when the University is not able to fully engage with operational service delivery and therefore service provision will require to be supplemented and supported.

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

Value excluding VAT: £900,000

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

This contract is divided into lots: No

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

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

- 85111810 - Blood analysis services
- 85145000 - Services provided by medical laboratories

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

NUTS codes

- UKM - Scotland

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

As part of the determination of the cause of death, Toxicological analysis is required in many cases. At present this Post Mortem Toxicology Service (PMTS) is provided under contract to COPFS by Glasgow University. However, this contractual arrangement will cease on 30th November 2022 at which time provision of the service will transition to the Scottish Police Authority (SPA). The nature of this transition is such that it poses possible risks to service continuity.

As a result, COPFS is looking to procure the provision of a Post Mortem Toxicology Support Service (PMTSS) to provide support which will supplement as opposed to replace the existing service. For example, the toxicological analysis for suspicious deaths will not form part of this Lot.

It will be expected that the successful tenderer will collect the relevant sample from the designated mortuaries assigned to this specific lot.

This contract may be novated to SPA.

## **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: £900,000

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

Start date

31 August 2022

End date

30 November 2022

This contract is subject to renewal

Yes

Description of renewals

This can be extended for a further two periods of six months each at the sole discretion of the contracting authority

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

List and brief description of selection criteria

Should a tenderer fail on any selection criteria then their bid may not be taken forward to be evaluated in the technical and price evaluation stage.

The SPD (Scotland) will be assessed as follows:

Part II – Information concerning the bidder

Section A – Information about the Tenderer: Information only and not evaluated.

Section B – Information about representative of the Tenderer: Information only and not evaluated.

Section C – Information about reliance on capacities of other entities: Information only and not evaluated.

Section D – Information concerning sub-contractors: Information only and not evaluated.

Part III – Exclusion Grounds

Section A – Grounds relating to Criminal Convictions – Pass/Fail.

Section B – Taxes and Social Security – Pass/Fail.

Section C – Blacklisting – Pass/Fail.

Section D – Insolvency, Conflicts of Interest or Professional Misconduct – Pass/Fail.

Minimum level(s) of standards possibly required

Question 4B.1.1 – Tenderers must provide their (general) yearly turnover for the last three complete financial years based on their last set of audited or published accounts. Tenderers will be required to have a minimum “general” yearly turnover of an amount equal to 50% the estimated value of the lot applied for in each of the last 3 financial years – Pass/Fail.

Question 4B.4 - Net worth of the organisation must be positive. Intangibles can be included for the purpose of the Total Assets figure. This is calculated in the Current Ratio

Total Assets/Total Liabilities – Pass/Fail.

Note: For Q4B.2.1 and 4B4 - Tenderers who have been trading for less than 3 years noted above must provide evidence that they are complying with the above minimum financial requirements for the period in which they have been trading. Tenderers, who do not comply with the above financial requirements but are part of a Group, can provide a Parent Guarantee if the Parent company satisfies the financial requirements stipulated above – Pass/Fail.

Question 4B.5.1a/b and 4B5.2– Tenderers must evidence that they have or can commit to having either:

The following insurance in place:

(i) Employers Liability insurance to the value of at least ten million pounds Sterling (GBP10,000,000) in respect of any one event and unlimited in the period.

(ii) Public Liability insurance to the value of at least ten million pounds Sterling (GBP10,000,000) in respect of any one event and unlimited in the period.

(iii) professional Indemnity insurance to the value of at least five million pounds Sterling (GBP 5,000,000).

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

List and brief description of selection criteria

Question 4C.1.2 – Tenderers must provide 2 relevant examples of their experience of delivering a significant and complex range of services which have a high public profile within the past 3 years (examples from both public and/or the private sector will be acceptable although preferably one example should be from the public sector). For each example, the following information should be included but not be limited to: An overview of the contract including Customer Name, start/end date, value, description.

Each example should demonstrate the experience that your company has of delivering highly complex services of a similar scale. It should also demonstrate how in performing these services they have taken steps to transform the service, improved the outcomes for the public/client and promoted efficiencies. Responses should not exceed 2 x sides of A4 per example (one double sided A4 sheet) and should be submitted in Arial font 11. Where a submission exceeds the maximum number of pages requested, no account will be taken of the content beyond the maximum pages stipulated.

Minimum level(s) of standards possibly required

shall be scored as per the scoring scale detailed below:

0

Unacceptable Nil or inadequate response. Fails to demonstrate previous experience/capacity/capability relevant to this requirement.

1

Poor Response is partially relevant but generally poor. The response shows some elements of relevance to the requirement but contains insufficient/limited detail or explanation to demonstrate delivery of complex services on a similar scale.

2

Acceptable Response is relevant and acceptable. The response demonstrates broad previous experience, knowledge and skills/capacity/capability but may lack in some aspects of similarity in providing complex services of a similar scale.

3

Good Response is relevant and good. The response is sufficiently detailed to demonstrate a good amount of experience, knowledge and skills/capacity relevant to providing services of a similar scale to similar clients.

4

Excellent Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates thorough experience, knowledge or skills/capacity/capability relevant to providing services of a similar scale to similar clients.

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

#### **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 8

**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

25 August 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

25 August 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=699129](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=699129).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:699129)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street,

Edinburgh,

EH1 1LB

Email

[edinburgh@scotcourts.gov.uk](mailto:edinburgh@scotcourts.gov.uk)

Country

United Kingdom