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Planning

Orthotics Managed Service

University Hospitals Birmingham NHS Foundation Trust

F01: Prior information notice

Reducing time limits for receipt of tenders

Notice identifier: 2021/S 000-026017

Procurement identifier (OCID): ocids-h6vhtk-02ed0e

Published 18 October 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

University Hospitals Birmingham NHS Foundation Trust

Mindelsohn Way

Birmingham

B15 2WB

Email

Chris.Hannon@uhb.nhs.uk

Telephone

+44 1213717047

Country

United Kingdom

NUTS code

UKG - West Midlands (England)

Internet address(es)

Main address

www.uhb.nhs.uk

I.3) Communication

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Orthotics Managed Service

Reference number

PROC.38.0010

II.1.2) Main CPV code

- 85111600 - Orthotic services

II.1.3) Type of contract

Services

II.1.4) Short description

The BSOL Procurement Collaborative, hosted by University Hospitals Birmingham NHS Foundation Trust intends to tender for an Orthotics Managed Service on behalf of the following member Trusts:

Birmingham Women's & Children's NHS Foundation Trust

The Royal Orthopaedic Hospital NHS Foundation Trust

This procurement will include (but not limited to) the following goods/services

- a) The management and delivery of an Orthotic Service from patient referral to discharge
- b) Arrangement and Booking of Clinics
- c) Patient Administration including management of waiting lists and record keeping
- d) Production, issue and send/receiving of letters, patient literature and related correspondence
- e) Provision of Premises

- f) Provision of Facilities / Infrastructure for the delivery of the service
- g) Responsibility and provision of all communications including dedicated patient phone line, email and postal address
- h) Provision of Administrative functions including Printing, Copying and Scanning
- i) Provision of Soft Services (including cleaning, waste management and security)
- j) Supply of Staff (Clinical Orthotists, Technicians, and Administrative Staff)
- k) Supply of Staff Uniforms
- l) Ordering, Receipt and Supply of Orthotic Products including:
 - Stock Products
 - Modular Products
 - Custom Made Products
 - Non Scheduled Products/Services (NSI)
 - Third Party Products (from other suppliers)
- m) Preparation of Orders and Financial Reconciliation
- n) Monitoring of Orthoses Delivery
- o) Supply and Maintenance of Orthotic Equipment including:
 - Workshop equipment for repairs / adjustments
 - Scanners for Braces
 - Pressure Plates
 - Foot Measure Plates
 - Foot Measure Shoe Sizing device
 - Standard Adult and Paediatric Orthotic Measurement Tools
- p) Supply and Maintenance of IT Systems including:

- Orthotic Product Ordering System (Software/ Hardware/Licensing)
- Patient Administration /Booking System
- Interfacing (with Authority systems where selected).

BWC

The current service is provided mainly on site at the Birmingham Children's Hospital and at various schools in the community.

ROH

The current service is provided on site at the Royal Orthopaedic Hospital, Northfield, Birmingham, B31 2AP

BWC

The current service is provided mainly on site at the Birmingham Children's Hospital, Steelhouse Lane, Birmingham B4 6NH and at designated community schools.

As part of this procurement, the Two Trusts may consider a solution for an on-site and/or off-site service. (Final requirements will be confirmed in the ITT Documents)

The BSOL Procurement Collaborative reserves the right to sub-divide this procurement into lots (Exact requirements will be confirmed in the ITT Documents).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 50421000 - Repair and maintenance services of medical equipment
- 79993100 - Facilities management services

II.2.3) Place of performance

NUTS codes

- UKG - West Midlands (England)

II.2.4) Description of the procurement

7 Year Contract with an option to extend for a further 3 x 12 month periods.

II.2.5) Award criteria

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

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.3) Estimated date of publication of contract notice

18 October 2021

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

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

Pre-Tender Market Engagement

1) Prior to any future procurement process, the BSOL Procurement Collaborative is considering engaging with interested Suppliers to seek views on the requirement and explore ways in which the goods and services may be provided. This maybe subject to change, however if we proceed with this pre-liminary step, we anticipate that this will take place towards the end of November (w/c Mon 22nd Nov) - the exact format/date/venue is to be decided)

In the first instance, potential suppliers should register their interest in accordance with the instructions below. Suppliers who have expressed an interest to this opportunity will receive further details in due course.

To register, Suppliers should provide the following information (as per registration instructions below)

a) Supplier Information;

b) Contact details including attendees

1) How to register

a) Register your company on the eSourcing portal (this is only required once) - Browse to the eSourcing Portal: https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html 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 choose and click

'Save' when complete.

You will shortly receive an email with your unique password (please keep this secure);

b) 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) — Browse the PQQs (there may be more than one page and select 'pqq_tbc' by clicking on it. — Click the 'Express Interest' button at the top 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 'Buyer Attachments' in the 'PQQ/ ITT Details' box; c). Responding to

the Tender — Click 'My Response' under 'PQQ 28673', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) — You can now use the 'Messages' function to communicate with the buyer and seek any clarification — Note the deadline for completion, then follow the on-screen instructions to complete the PQQ/ ITT — There may be a mixture of online and offline actions for you to perform (there is detailed online help available). You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

Suppliers should register their initial interest no later than 22/11/21

TUPE

2) Please be advised that TUPE may apply to this contract.

Contract Live Date

3) The BSOL Procurement Collaborative anticipates that new contracts shall be awarded by April 22 and a Service Go Live Date of August 22

VI.4) Procedures for review

VI.4.1) Review body

University Hospitals Birmingham NHS Foundation Trust

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United Kingdom

Internet address

www.uhb.nhs.uk

