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Tender

## **Inspection, testing and maintenance of Building Management System (BMS)**

West London NHS Trust

F02: Contract notice

Notice identifier: 2021/S 000-029012

Procurement identifier (OCID): ocds-h6vhtk-02f8c3

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

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

West London NHS Trust

1 Armstrong Way

London

UB2 4SA

#### **Contact**

Mr Nana Sarfo-Tawiah

#### **Email**

[nana.sarfo-tawiah@nhs.net](mailto:nana.sarfo-tawiah@nhs.net)

#### **Telephone**

+44 2075045112

#### **Country**

United Kingdom

**NUTS code**

UKI3 - Inner London – West

**Internet address(es)**

Main address

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

Buyer's address

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

**I.3) Communication**

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

<https://procontract.due-north.com>

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>

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

Other type

NHS Trust

**I.5) Main activity**

Health

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**Section II: Object**

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

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

Inspection, testing and maintenance of Building Management System (BMS)

Reference number

DN583237

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

- 85000000 - Health and social work services

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

Services

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

The works comprise of the inspection and maintenance of building management system, for all equipment in the Trust's asset register , in line with manufacturers' recommendations, governing regulations and best practice guidance including but limited to the checklist identified in the specification.

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

Value excluding VAT: £330,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKI3 - Inner London – West
- UKI7 - Outer London – West and North West
- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

Main site or place of performance

St. Bernard's Site

Broadmoor Site

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

The requirements shall encourage the Contractor to provide a pro-active approach to preventative and reactive maintenance of the Trust building management systems.

The Contractor shall directly employ, on this Contract, only engineers fully trained, qualified (including but not limited to on TREND systems) and of sufficient breadth of experience to cope with the level of expertise which will be required in inspecting, monitoring, testing, servicing and maintaining units and systems of different design and manufacture.

The Contractor shall issue a pre-agreed work programme to the Contract Administrator and any alterations to these agreed dates should be made with the Contract Administrator or his nominated representative.

Two-operatives working shall be used where appropriate and necessary for the delivery of this contract. If contractor is advising one operative working when carrying out servicing, contractor shall provide generic minimum risk assessment and method statement for lone working.

The Contractor shall only provide directly employed operatives to execute the requirements of this contract and shall not sub-contract the Works nor use operatives provided by third parties, without the prior approval of the Contract Administrator.

The Contractor shall insure they are familiar with all items of assets highlighted in Attachment B below. Any additional training required to carry out the servicing and repair of the plant shall be covered at the contractors' expense.

The Contractor is:

- To produce a risk assessment and method statement produced before the work commences. Personal protective equipment (PPE) may be required
- To produce defects reports and send to the Trust authorised officers within 1 working day from the time the issues are noticed.

The Contractor will be expected to include:

All service kits, consumable parts, cleaning chemicals and other necessary materials deemed necessary to meet the manufacturer's service recommendations for each asset.

All technical and associated administrative actions intended to maintain the equipment

and systems in a condition where they can perform their required function (including materials except where explicitly advised to report and obtain authorisation from the Trust Authorised Officer to progress with repair)

The scope of works outlined in Attachment C should be undertaken as minimum requirements and where manufacturer's instructions exceed the requirements in Attachment C, they shall be adhered to in their entirety.

It is the Contractors' responsibility to observe the on-going condition of the equipment with regard to safe, correct operation and control. The Contractor shall bring to the attention of the Trust any specific areas where periodic checking, testing and adjustment exceeds or fail normal provisions for equipment of the age and type installed.

When the need for adjustment, repairs and replacement are identified during the course of maintenance inspections the Contractor shall undertake the necessary works in accordance with the requirements of this contract terms and specification.

All additional cost for remedial repairs, deemed to be outside the scope of works of this contract, must be brought to the attention of the Contract Administrator or his nominated representatives before being carried out.

Spares or replacement parts utilised on the contract for the control of building management system shall be of TREND make. Any deviation from this make shall be upon the authorisation of the Trust contract administrators.

The Contractor shall ensure that they source all materials at the most competitive rates currently available to ensure best value at all times. Utilised spares on the contract are to be charged at the declared mark-up rates from paid wholesale prices and installed utilising the agreed labour rates.

The Contractor shall be required to provide a 24 hour breakdown service, 365 days per annum.

The Call Out is to be covered as soon as possible and the operative attending must be on site within same day if call out request is logged same day AM, whilst attending next day AM if call out request is logged during PM.

The contractor may be required to respond and attend site within 4 hours for emergency callout request for full system failure or as determined by the Authority.

If the Authority is to proceed with pricing schedule option 3, option 4, option 5 or a combination the contractor nominated engineer is expecting to be in attendance on the agreed day/s in line with the working hours stipulated in section 1.2.15 for 52 weeks per annum.

The contract shall make the necessary arrangement for alternative cover during their nominated engineer planned or unplanned absences / leave.

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

Quality criterion - Name: Quality / Weighting: 40

Quality criterion - Name: Price / Weighting: 60

Price - Weighting: 60

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

Value excluding VAT: £330,000

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

Start date

4 April 2022

End date

3 April 2025

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

A further 2 periods of 12 months extension option

#### **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 IV. Procedure**

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

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

Restricted procedure

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

Date

10 January 2022

Local time

2:00pm

#### **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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

West London NHS Trust

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London

UB2 4SA

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