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Tender

## **Fire Risk Assessments and Associated Advisory/Consultancy Services and Fire Safety Training**

Herefordshire and Worcestershire Health and Care NHS Trust

F02: Contract notice

Notice identifier: 2023/S 000-030051

Procurement identifier (OCID): ocds-h6vhtk-040b3d

Published 12 October 2023, 9:53am

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

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

Herefordshire and Worcestershire Health and Care NHS Trust

2 Kings Court, Charles Hasting Way,

Worcester

WR5 1JR

#### **Contact**

Jodie Galbraith

#### **Email**

[jodie.galbraith1@nhs.net](mailto:jodie.galbraith1@nhs.net)

#### **Telephone**

+44 01905681930

#### **Country**

United Kingdom

**Region code**

UKG1 - Herefordshire, Worcestershire and Warwickshire

**Internet address(es)**

Main address

<https://www.hacw.nhs.uk/>

Buyer's address

<https://www.hacw.nhs.uk/>

**I.3) Communication**

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

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://health-family.force.com/s/Welcome>

**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

Fire Risk Assessments and Associated Advisory/Consultancy Services and Fire Safety Training

Reference number

T.HACW.045

#### II.1.2) Main CPV code

- 75251110 - Fire-prevention services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The Trust operates at a range of premises and has offices and other buildings and facilities across the county from which its staff and employees are engaged and work. Therefore, the Trust, as the duty holder, will engage with the Contractor/s, as the specialist Services provider/s to fulfill its duty of care therein; in providing Fire Safety Training, Risk Assessments and associated ad hoc Consultancy/Advisory Services. The Tender will be Tendered as two lots; lot one will be “Fire Risk Assessments and Associated Advisory/Consultancy Services and lot two will be “Fire Safety Training” Each Supplier can apply for one or more lots.

This opportunity is available to view on Atamis e-tendering system. If you are not registered on the Atamis e- tendering portal please follow this welcome link to register  
<https://health-family.force.com/s/Welcome>  
Please also see the below link to the supplier user guide  
[https://services.atamis.co.uk/docs/Supplier\\_User\\_Guide.pdf](https://services.atamis.co.uk/docs/Supplier_User_Guide.pdf) to support you in your

#### II.1.5) Estimated total value

Value excluding VAT: £337,125

### **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**

5. Lot 1- Fire Risk Assessments and Associated Advisory/Consultancy Services

Lot No

1

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

- 75251110 - Fire-prevention services
- 71317210 - Health and safety consultancy services

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

NUTS codes

- UKG1 - Herefordshire, Worcestershire and Warwickshire

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

A formal programme of Fire Risk Assessments will be drawn-up with the Contractor as part of the Annual Programme of scheduled activity; a comprehensive evaluation of all areas of each premises based upon every 12 months for in-Patient facilities and every 18 months for non-in-patient facilities. The Trust currently provides Fire Risk Assessments to the Worcestershire sites only and not the Herefordshire locations or those detailed as not our property within the tender documents.

The Trust will also require additional Advisory and/or Consultancy 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**

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

Option to extend by 2 x 12 month periods

## **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**

6. Lot 2-Fire Safety Training

Lot No

2

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

- 75251110 - Fire-prevention services
- 71317210 - Health and safety consultancy services

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

NUTS codes

- UKG1 - Herefordshire, Worcestershire and Warwickshire

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

The Trust anticipates that as part of the scheduled services, a formal programme of delivery of Fire Safety Training will be drawn-up with the Contractor on an annual basis. High Risk Training is to be delivered in discrete two hour sessions; all sessions of other such training will last for one hour. Training session sizes are dependent on location; however Community sessions (low/medium risk staff only) usually hold up to around a maximum of 30 delegates and Inpatient sessions (can be a mix of high, low and medium risk staff) holds up to around a maximum of 15 delegates.

### **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**

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

Option to extend by 2 x 12 month periods

### **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**

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**

Open 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

22 November 2023

Local time

5:00pm

#### **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: 3 (from the date stated for receipt of tender)

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

Date

22 November 2023

Local time

5:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

NHS England

Quarry House, Quarry Hill

Leeds

LS2 7UE

Country

United Kingdom

Internet address

<https://www.england.nhs.uk/>