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Tender

## **Commercial Advisor**

Digital Health and Care Wales ("DHCW")

F02: Contract notice

Notice identifier: 2024/S 000-032162

Procurement identifier (OCID): ocds-h6vhtk-02ee0b

Published 8 October 2024, 8:49am

## **Section I: Contracting authority**

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

Digital Health and Care Wales ("DHCW")

Ty Glan Yr Afon, 21 Cowbridge Road East

Cardiff

CF11 9AD

#### **Contact**

Lyndsey Jones

#### **Email**

[Lyndsey.jones2@wales.nhs.uk](mailto:Lyndsey.jones2@wales.nhs.uk)

#### **Telephone**

+44 2920500500

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://dhcw.nhs.wales>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

**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://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

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://etenderwales.bravosolution.co.uk/web/login.shtml>

**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**

Commercial Advisor

Reference number

P948

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

- 79418000 - Procurement consultancy services

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

Services

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

This procurement process is being undertaken to establish a framework agreement that enables the

Authority to call off Commercial Advice work packages for various national procurements. Digital Health

and Care Wales is seeking to procure a Commercial Advisor at a senior executive level. The Senior

Commercial Advisor is required to support a number of strategic procurement projects for NHS Wales via a

variety of procurement processes, in particular the competitive dialogue process for complex digital or

clinical/digital procurement activity. There will also be a requirement to provide additional commercial

advice on an ad-hoc basis. The work packages that will be called off under this agreement

are likely to

follow a Competitive Dialogue PCR15 process.

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

Value excluding VAT: £750,000

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

This contract is divided into lots: No

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

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

- 98511000 - Services of commercial workers
- 79418000 - Procurement consultancy services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Digital Health & Care Wales

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

This procurement has been issued by Digital Health and Care Wales , in connection with the Open Procedure, as set out in Regulation 27 of the Public Contract Regulations 2015 (PCR15), for the procurement of a Commercial Advisor at a senior executive level. The Senior Commercial Advisor is required to support a number of strategic procurement projects for NHS Wales via a variety of procurement processes, in particular the competitive dialogue process for complex digital or

clinical/digital procurement activity. There will also be a requirement to provide additional commercial advice on an ad-hoc basis. The Awarding Authority is acting on behalf of itself as indicated in the PCR15 Contract Notice and will itself be the Contracting Party in any resulting contract awarded.

#### **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: £750,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The anticipated initial agreement period will be three (3) years with the capacity (at the Awarding Authority's sole discretion) to extend for a period of a further twelve (12) months in increments of not fewer than six (6) months.

**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

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

The procurement is covered by the Government Procurement Agreement: Yes

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

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

Notice number: [2021/S 000-026270](#)

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

Date

5 November 2024

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: 36 (from the date stated for receipt of tender)

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

Date

5 November 2024

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: December 2027

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

All proposed resources must meet the criteria outlined in the Single Procurement Document (SPD)

The Contracting Authority reserves the right to award the contract in whole, in part or annul the tendering

process and not award any contract.

The Contracting Authority will not accept SPD questionnaires and completed tender documents after the stated

closing date.

All documents to be priced in sterling and all payments made in sterling.

The tendering process will be undertaken via electronic means using the Bravo e-tendering system

<https://etenderwales.bravosolution.co.uk>

Instructions on how to participate in this tender opportunity:

To complete your response, please access the tender documents via the Bravo ETenderWales portal



reference:P948

Instructions: Register your company on the eSourcing portal (this is only required once).  
Browse to the

eSourcing portal: <https://etenderwales.bravosolution.co.uk> 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

chose and click "save" when complete — You will shortly receive an email with your unique  
password (please

keep this secure).

2. Express an Interest in the tender — Log in 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)—Click on the relevant PQQ/ITT to access the content— Click the  
"express interest"

button at the top of the page — This will move the PQQ/ITT in to your "my PQQs/myITTs"  
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

3. Responding to the tender —Click "my response "under "PQQ/ITT details", 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 & 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 helpdesk.

(WA Ref:145062)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom