

Wilmslow Road

Manchester

M20 4BX

Direct Tel: 0161 446 8520

Switchboard tel: 0161 446 3000

Web: [www.christie.nhs.uk](http://www.christie.nhs.uk)

## The Christie NHS Foundation Trust

## Invitation to tender for Serviced Apartment Accommodation for patients of The Christie NHS Foundation Trust, and their families and/or carers.

## Appendix E(i) – Stage 1 Project Specific Eligibility Questions

## Bidder Response

## **INSTRUCTIONS AND INFORMATION**

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**Introduction and background**

To complete your submission, all questions in this sheet must be answered using a combination of a text summary (using the boxes provided, in this document) and, where necessary, submission of supporting evidence.

The completed, i.e. populated, version of this sheet must be returned by the Stage 1 submission deadline to constitute a full submission.

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| **Note that this document is Appendix E(i).** **This document must be completed and submitted as part of the initial evaluation at the first stage of the process.** **Only complete Appendix E(ii), if you have been informed by The Christie that your Appendix E(i) submission has achieved a PASS score against ALL criteria and that you are therefore invited to progress to Stage 2 of the process.** |

The scheme below matches the Scoring Criteria at Appendix B(i). In the “accepted response format” column of Appendix B(i), suggested evidence items are provided. The bidder must provide appropriate evidence in support of all statements made in this score sheet, therefore more evidence can be provided beyond that suggested if the bidder feels that this would enhance the submission.

All items supplied as evidence *must be* either:

1. Included in a .zip file, which must bear the reference of the criteria in question. i.e. any evidence in support of your answer to criterion A1.1 should be included in a .zip file titled “Evidence A1.1”.

In this case, clear references should be made in the “evidence” column in the relevant answer section, detailing the titles and contents of the evidence supplied.

OR

If preferred, bidders may embed their evidence into this document before returning it to form their submissions.

In this case, bidders should check this document thoroughly for errors and ensure that the file size is not excessive. Bidders may submit each section individually (section A, B, C and so on) to control file sizes, provided that each is clearly identifiable.

## Appendix E(i)

## The Christie NHS Foundation Trust

## Invitation to tender for Serviced Apartment Accommodation for patients of The Christie NHS Foundation Trust, and their families and/or carers.

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## **Bidder Organisation Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **SECTION A – Capacity, Location and Layout** |
| A1 – Available block and allocation |
| **Criterion** | **Requirement**  | **Text Answer (Select either Yes or No and provide further detail).** | **Embedded evidence or Reference to evidence files** |
| A1.1 | Bidders must be able to accommodate a minimum of 34 families (individual apartments) in-house at any one time.  | **Yes** 🞎 **No** 🞎 |  |
| A1.4 | 66% of allocation needs to accommodate as a minimumOccupancy for 3 and 4 persons (or more)Ability to configure to 3/4 separate beds | **Yes** 🞎 **No** 🞎 |  |
| A1.5 | Bidders must be able to incorporate into the overall accommodation DDA [accessible] apartment rooms that meet the disability access standards.Note that these rooms must be able to accommodate either 3 occupants simultaneously, or a combination of 2, 3 and 4 person rooms. | **Yes** 🞎 **No** 🞎 |  |
| A2 – Apartment Capacity, Layout and In-Room Facilities |  |
| A2.1 | All apartments to contain a properly equipped bathroom, containing: Toilet, sink, Shower (shower/bath combinations are acceptable), mirror and some storage. Water supply is to meet appropriate regulatory standards.Additional features to provide further functionality in these rooms / apartment areas would be considered advantageous. for example separate living area.Note: accessible rooms must include appropriate adaptions to wash facilities to meet regulatory standards, or this section will be considered to fail. | **Yes** 🞎 **No** 🞎 |  |
| A2.2 | All apartments to contain a properly equipped kitchen, containing: cooking facilities and equipment and fridge/freezer. | **Yes** 🞎 **No** 🞎 |  |

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| **SECTION B – Price and contract standards** |
| B1 – Block Management Policy, Cancellations and Flexibility |
| **Criterion** | **Requirement**  | **Text Answer (Select either Yes or No and provide further detail).** | **Embedded evidence or Reference to evidence files** |
| B1.8 | Bidder warrants that all apartments will be ready for use at the commencement of contract. | **Yes** 🞎 **No** 🞎 |  |
| B2 - Price |
| B2.1 | Bidders must commit to a fixed price rate for the initial term for each apartment type that does not fluctuate depending on booking lead time. | **Yes** 🞎 **No** 🞎 |  |

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| **SECTION C – Facilities, Staff and Environment** |
| C4 – Health & Safety |
| **Criterion** | **Requirement**  | **Text Answer (Select either Yes or No and provide further detail).** | **Embedded evidence or Reference to evidence files** |
| C4.1 | Apartments must be self-contained and secure. Swipe cards for access to different parts of site are considered advantageous, site-wide integrated security systems and multiple-secure apartments are considered optimal. | **Yes** 🞎 **No** 🞎  |  |
| C4.5 | Complies with current fire regulations. | **Yes** 🞎 **No** 🞎 |  |
| C4.7 | The provider must be able to provide insurance policies. | **Yes** 🞎 **No** 🞎 |  |