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**United Kingdom-Newcastle upon Tyne: Business services:
law, marketing, consulting, recruitment, printing and security
2017/S 227-472995**

Prior information notice

This notice is for prior information only

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

NHS Business Services Authority
Stella House, Goldcrest Way, Newburn Riverside Business Park
Newcastle upon Tyne
NE15 8NY
United Kingdom
Contact person: Angela Nixon-Moore
Telephone: +44 1912127319
E-mail: angela.nixon-moore@nhs.net
Fax: +44 1912446486
NUTS code: UK

Internet address(es):

Main address: <https://nhsbsa.bravosolution.co.uk>
Address of the buyer profile: <https://www.nhsbsa.nhs.uk>

I.2) Joint procurement

I.3) Communication

Additional information can be obtained from the abovementioned 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://nhsbsa.bravosolution.co.uk>

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:

NHS Forms, Print, Exemptions, Cards and EHIC.
Reference number: 17_09_09

II.1.2) Main CPV code

79000000

II.1.3) **Type of contract**

Services

II.1.4) **Short description:**

The proposed requirement is to provide a print contract for the NHSBSA and the wider NHS to provide secure and non secure forms, NHS cards, exemptions and European Health Insurance Cards (EHIC).

II.1.5) **Estimated total value**

Value excluding VAT: 45 000 000.00 GBP

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

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

22458000

64216200

79800000

79811000

79820000

79823000

II.2.3) **Place of performance**

NUTS code: UK

Main site or place of performance:

The main place of performance is the UK however there are circa 5 500 EHIC packs to be distributed to addresses in the European Economic Area (EEA) each year.

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

This PIN covers the potential requirements for the production and distribution of secure and non secure NHS forms and print and NHS Cards, certificates, exemptions and EHIC Cards.

The Suppliers are expected to provide an online ordering portal and customer contact centre with catalogues to order secure and non secure forms:

The Secure catalogue consists of prescription forms used in England and Wales and can either be personalised pads or non-personalised single sheets.

The Non-Secure catalogue consists of national products used across the NHS, these range from dental record cards to specialist neonatal screening cards and multipart patient record and information packs in addition to Help with Health Costs catalogue consists of a number of leaflets, posters and application forms which enable certain patients to receive financial assistance with elements of their healthcare.

Distribution of the printed products can range from a single EHIC card to be delivered on a carrier in a standard envelope or 100 boxes of prescription forms to be palletised. Over 1 billion forms and over 5 500 000 EHIC cards are dispatched each year.

Mandatory requirements are the Suppliers are expected to ensure that they have the following security controls in place prior to service commencement:

- Physical perimeter security measure,
- Zoned access control,
- CCTV coverage,
- Security vetting arrangements,

— Physical security presence.

The secure products available will also contain a number of physical security features, using speciality inks, papers and printed elements.

The requirements are also anticipated to include the production and distribution of personalised cards and/or paper certificates and/or digital exemptions for:

— Pre-payment Certificate (PPC),

— Low Income Scheme (LIS),

— Maternity Exemption (EHIC),

— Medical Exemption (Medex),

— Tax Credits (TC).

It is likely that the above would be provided under one contract with a single supplier.

II.2.14) **Additional information**

The purpose of this Prior Information Notice (PIN) is to inform the market operators of a Supplier Boot Camp which the NHS Business Services Authority (NHSBSA) is hosting on 11.12.2017 related to the future requirement for the provision of secure and none secure printed forms, exemptions and cards as described in II.2.4).

II.3) **Estimated date of publication of contract notice:**

14/05/2018

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:**

The Supplier Bootcamp is one of the NHSBSA's preliminary market consultation activities, its purpose is to give the market a broad indication of the opportunity which the NHSBSA intends to offer and to receive feedback from the market as to the NHSBSA's proposed strategy to procure these services. It is not a call for competition it is currently intended that a contract notice will be published as a call for competition once the NHSBSA's proposed strategy is finalised. An indicative time-line regarding the call for competition will be provided at the Supplier Bootcamp.

At the Supplier Bootcamp the NHSBSA will present the potential opportunity and then offer all suppliers the opportunity of an individual meeting with members of the project team. These meetings will take place on 11.12.2017 and 12.12.2017.

How to Express Interest in the Supplier Bootcamp:

Register using the message function and attaching your response to the bootcamp letter by Friday 8th December 12:00 (BST) on the eSourcing Portal (this is only required once) Browse the eSourcing Portal: <https://NHSBSA.bravosolution.co.uk>

Once registered a prospectus will be available for the Supplier.

Please note that the estimated value set out at II.1.5 above is an estimate only. There are a number of variables which could affect the value of the opportunity and the value could be less than the value stated at II.1.5 above.

VI.5) **Date of dispatch of this notice:**

23/11/2017