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| **Domestic Waste Management****Appendix 1: Pre-Tender Market Engagement** |
| **Expressions of Interest (EOI) Scope**University Hospitals Morecambe Bay NHS Foundation Trust is seeking expressions of interest from potential providers who have the capability, capacity and innovation to provide the services detailed below. In the first instance, it is our intention to engage with potential suppliers prior to commencing a tender process in order for us to more fully understand the market, the providers and existing innovation. |
| **Trust Overview**We are a University teaching hospital employing approximately 6,500 staff providing community  and hospital services across the Morecambe Bay area, which covers an area of a thousand square miles in south Cumbria and North Lancashire.We operate from three main hospitals at [Furness General Hospital (FGH) in Barrow in Furness](https://www.uhmb.nhs.uk/visiting-our-hospitals/parking-facilities/furness-general-hospital), the [Royal Lancaster Infirmary (RLI) and](https://www.uhmb.nhs.uk/visiting-our-hospitals/parking-facilities/royal-lancaster-infirmary) [Westmorland General Hospital (WGH) in Kendal](https://www.uhmb.nhs.uk/visiting-our-hospitals/parking-facilities/westmorland-general-hospital) as well as a number of community healthcare premises including [Millom Hospital and GP Practice, Queen Victoria Hospital in Morecambe and Ulverston Community Health Centre.](https://www.uhmb.nhs.uk/visiting-our-hospitals/parking-facilities/millom-hospital) .FGH and the RLI have a range of General Hospital services, with full Emergency Departments, Critical/Coronary Care units and various Consultant-led services. WGH provides a range of General Hospital services, together with an Urgent Treatment Centre, that can help with a range of non-life threatening conditions such as broken bones and minor illnesses.All three main hospitals provide a range of planned care including outpatients, diagnostics, therapiesday case and inpatient surgery. In addition, a range of local outreach services and diagnostics are provided from community facilities across Morecambe Bay.Our community services for adults are provided in people’s homes, community centres, clinics, GP  Practices, community hospitals and our main hospitals. Our aim is to work with people to help them remain independent, improve their health and manage their conditions through high quality care, advice and support.**Background to the Requirement**The existing contract for the provision of Domestic Waste Services is soon due to expire and the Trust intends to re-tender, however, before doing so, would like to engage with the market to update our understanding and assess any innovative ideas.  |
| **Current Equipment****Royal Lancaster Infirmary** * 1 General Waste Compactor
* 1 Cardboard compactor
* 30 x 1100L Eurobins
* 1 x 8 Cu.M Enclosed builders rubble skip
* 1x 26.8 Cu.M Skip for bulky waste
* 3x 6.1 Cu.M Enclosed FEL’s
* Ix 770L wheelie bins for small WEEE
* 9x 240L bins for food waste

**Queen Victoria** * 4 x 1100L Bins

**Furness General Hospital*** 1 General Waste Compactor
* 1 Cardboard compactor
* 1x 26.8 Cu.M Skip for bulky waste
* 15 x 1100L Eurobins
* 1 x 8 Cu.M Enclosed builders rubble skip
* 1x 770L Wheelie bin for small WEEE
* 14x 240L bins for food waste

**Westmorland General Hospital*** 1 General Waste Compactor
* 1 Cardboard compactor
* 1x 26.8 Cu.M Skip for bulky waste
* 8x 770L wheelie bins
* 11x 240L bins for food waste

**Millom*** 4x 1100L Wheelie bins

**Queen Victoria Health Centre*** 3x 1100L wheelie bins

**Parkview Surgery, Milnthorpe**2x 660L wheelie bins |
| **(Draft) Specification****Legislation*** The contractor must comply with all current and future legislation for the duration of the contract
* Any improvement notices, warning notices or prosecutions issues by any regulatory body must be reported to the Trust

**Service*** All skip services must be completed by 7.30am on the scheduled date.
* All bins provided will remain the property of the contractor
* All bins will be cleaned at a service interval no less than quarterly. All costs associated will be borne by the contractor
* All bins will be maintained and serviced to ensure they are fit of purpose. All costs will be borne by the contractor. A fit for purpose bin is defined as a bin free from holes, working brakes and steering locks, towing hitches and a working, intact lid and compliant with PUWER or other associated Health and Safety Legislation
* RLI will require a maintenance schedule not less than quarterly for bin maintenance
* Additional Skips may be required from time to time. The Trust will endeavour to provide 7 days’ notice, however this is not always possible.
* All skips must be enclosed to comply with Trust fire regulations
* Where compactors are supplied, servicing and maintenance must be included in the rental charges
* The Trust is open to discuss a variety of storage and collection options

**Segregation**Currently the Trust does not segregate its domestic / recycling waste. The current contractor does this, but this has meant only 17% of our domestic waste is recycled, with the vast majority going to RDF* The principles of the waste framework Directive must be adhered to
* The Trust is open to new and novel ideas for waste segregation, with a goal of increasing our recycling rates to 80%. The winning contractor must provide workable and practicable solutions to enable to Trust to reach this target

**Pricing and Invoicing*** All prices will be fixed for the duration of the contract except for the addition of RPI
* Where rebates have been agreed, these will be paid to the Trust quarterly prices paid are market lead against platforms such as <https://www.letsrecycle.com/prices/>
* Invoicing must be in line with the NHS standard terms and conditions and the Trust billed 1 month in arrears.

**Subcontractors*** The use of subcontractors is permitted, however the winning contractor must ensure their subcontractors adhere and are able to work to all elements of the full technical specification

**Sustainability*** The contractor must support and help facilitate the Trust target of Zero to Landfill.
* The contractor must be working towards Net Zero carbon, in line with the NHS standards and definitions and be able to show reductions year on year for the duration of the contract.
* The contractor must specify the types of vehicles (Euro6 / Euro5) to be used on the contract, and where the must sustainable option is not used, the contractors plans to reduce the environmental and air quality impact
* The contractor must utilise route optimisation planning
* Waste miles must be kept to a minimum

**Innovation*** The contractor will work with the Trust and bring new schemes and innovation in order to improve the Trust’s segregation and carbon footprint

**KPI’s*** The Contractor must agree and work to agreed KPI’s

**Waste streams and Tonnages**Included in the scope of the tender are the following waste streams. However, should the Trust find a more sustainable option than can be provided by the contractor, then Trust is free to remove this waste stream from the contract with 1 months’ notice

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| Waste description | RLI Tonnage | FGH Tonnage | WGH Tonnage |
| General Waste inc. recyclables | 259 | 212 | 89 |
| Cardboard | 179 | 40 | 5.1 |
| Paints | 1.5 | 1.0 | 0 |
| Bulky Furniture | 24 | 25 | 12.7 |

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| **(Draft) Procurement Timetable**The below gives an indicative procurement timetable for this project, we reserve the right to cancel or amend the timetable as required:

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| **Date**  | **Task Overview** |
| December 29th 2021 | Expressions of Interest issued to market  |
| January 28th 2022 | Expressions of Interest Closes |
| w/c February 7th 2022 | Market Engagement Meeting prior to Invitation to Tender (ITT) issue |
| February 24th 2022 | Invitation to Tender (ITT) issued |
| March 18th 2022 | Deadline for Clarification Questions |
| March 29th 2022 | Deadline for Bidders to Respond to ITT via E-Tendering portal |
| April 8th 2022  | UHMB to complete evaluation of bids  |
| w/c April 18th 2022 | Demonstration / Bidder Clarification Meeting  |
| April 29th 2022 | Final Evaluation Completed |
| May 3rd 2022 | Bidders advised of Tender Outcome |
| May 13th 2022 | Standstill Period End |
| From May 16th 2022 | Contract Award and Implementation |

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| **Contract Term** It is envisaged that the initial contract will be a total of 3 years with an option to extend for up to x2 periods of 12 months up to a maximum contract length of 5 years. |
| **Right to Cancel or Vary the Expression of Interest**University Hospitals Morecambe Bay NHS Foundation Trust reserves the right to:* Cancel all or part of this EOI at any stage and at any time;
* Amend, clarify, add to or withdraw all or any part of the EOI at any time;
* Re-run and EOI if the requirements or timescales change at anytime
 |
| **Next Steps and EOI Closing Date**We would be grateful if you could confirm if you are interested in this opportunity using the below response template. Please could you could respond no later than **JANUARY 28th 2022 by uploading a copy of Appendix 1 (below) to UHMB Bravo Solution portal.** All submissions must be made via our electronic tendering portal **UHMB Bravo Solution** (See joining instructions attached in Appendix 2). |

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| **Appendix 1: Supplier EOI Submission**Please respond no later than **January 28th 2022**. All submissions must be made via our electronic tendering portal UHMB Bravo Solution and include:  |
| Supplier Name  |  |
| Registered Address  |  |
| Key Supplier Contact: Name, Position and Contact Information |  |
| Background to your organisation |  |
| Initial thoughts/ideas regarding your proposed solution |  |
| Indicative Cost: This is for Business Case purposes only. Per YearOver 5 Year Contract Term |  |