

This notice in TED website: <https://ted.europa.eu/udl?uri=TED:NOTICE:268504-2020:TEXT:EN:HTML>

**United Kingdom-London: Food, beverages, tobacco and related products
2020/S 110-268504**

Contract notice

Supplies

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Official name: NHS Supply Chain: Food is operated by Foodbuy Europe Ltd, as agent, for and on behalf of Supply Chain Coordination Ltd ('SCCL')

Postal address: c/o Skipton House, 80 London Road

Town: London

NUTS code: UK UNITED KINGDOM

Postal code: SE1 6LH

Country: United Kingdom

E-mail: strategicsourcing@supplychain.nhs.uk

Internet address(es):

Main address: <https://www.gov.uk/government/organisations/department-of-health>

Address of the buyer profile: <https://www.gov.uk/government/organisations/department-of-health/about/>

I.2) Information about joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://procurement.supplychain.nhs.uk/ISS/>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4) Type of the contracting authority

National or federal agency/office

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title:

Hot Beverages and Vending Solutions

II.1.2) Main CPV code

15000000 Food, beverages, tobacco and related products

II.1.3) Type of contract

Supplies

II.1.4) Short description:

NHS Supply Chain: food seeks to establish a non-exclusive framework agreement for the supply to trusts within the NHS (the 'Customer(s)') via the Direct and eDirect Route of supply of hot beverage and vending solutions covering products from the following categories: cold drinks, snacks and confectionery vending equipment, chilled food vending equipment, hot beverage vending equipment, speciality hot beverage vending equipment, hot food vending equipment, ward beverage trolleys, water coolers, coffee shop solutions, reverse vending maintenance and servicing. It is anticipated that in the first 24 months the value of the framework agreement will be in the region of GBP 13 000 000 which combines the value of approximate purchase, rental and lease agreements of hot beverage and vending solutions across the full product range. For the full 48-month term (if extended) the anticipated value of the framework agreement will be in the region of GBP 26 000 000. These values are approximate only.

II.1.5) **Estimated total value**

Value excluding VAT: 26 000 000.00 GBP

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:**

Cold Drinks, Snacks and Confectionery Vending Equipment
Lot No: 1

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

42933000 Vending machines
15894500 Vending-machine ingredients
15000000 Food, beverages, tobacco and related products
42200000 Machinery for food, beverage and tobacco processing and associated parts
51542200 Installation services of beverage-processing machinery

II.2.3) **Place of performance**

NUTS code: UK UNITED KINGDOM
Main site or place of performance:
Various locations in the UK.

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

The product range consists of cold drinks vending machines, snacks vending machines and cold drinks and snacks combination vending machines.
The value for the first 24 months is anticipated to be GBP 1 000 000 and GBP 2 000 000 for the full 48 months (if extended).
Applicants may tender for one, more than one or all the product lines detailed in lot 1. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) **Award criteria**

Criteria below
Quality criterion - Name: Warranties, maintenance and service / Weighting: 22
Quality criterion - Name: Sales and quality / Weighting: 16
Quality criterion - Name: Site support and training / Weighting: 32
Price - Weighting: 30

II.2.6) **Estimated value**

Value excluding VAT: 2 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Chilled Food Vending Equipment

Lot No: 2

II.2.2) Additional CPV code(s)

42933000 Vending machines

15894500 Vending-machine ingredients

15000000 Food, beverages, tobacco and related products

42200000 Machinery for food, beverage and tobacco processing and associated parts

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of chilled food vending machines and chilled food refrigerated pods/lockers.

The value for the first 24 months is anticipated to be GBP 1 000 000 and GBP 2 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 2. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 22

Quality criterion - Name: Sales and quality / Weighting: 16

Quality criterion - Name: Site support and training / Weighting: 32

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 2 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) **Information about electronic catalogues**

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.2.14) **Additional information**

II.2) **Description**

II.2.1) **Title:**

Hot Beverage Vending Equipment

Lot No: 3

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

42933000 Vending machines

15894500 Vending-machine ingredients

15000000 Food, beverages, tobacco and related products

51542200 Installation services of beverage-processing machinery

42200000 Machinery for food, beverage and tobacco processing and associated parts

II.2.3) **Place of performance**

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

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

The product range consists of instant coffee machines, bean to cup coffee machines and pod/sachet coffee machines.

The value for the first 24 months is anticipated to be GBP 1 000 000 and GBP 2 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 3. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 22

Quality criterion - Name: Sales and quality / Weighting: 16

Quality criterion - Name: Site support and training / Weighting: 32

Price - Weighting: 30

II.2.6) **Estimated value**

Value excluding VAT: 2 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Speciality Hot Beverage Equipment

Lot No: 4

II.2.2) Additional CPV code(s)

42933000 Vending machines

15894500 Vending-machine ingredients

15000000 Food, beverages, tobacco and related products

51542200 Installation services of beverage-processing machinery

42200000 Machinery for food, beverage and tobacco processing and associated parts

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of coffee bean grinders, 10-20 litre boilers, milk jugs, milk frothers and commercial coffee machines.

The value for the first 24 months is anticipated to be GBP 500 000 and GBP 1 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 4. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 30

Quality criterion - Name: Sales and quality / Weighting: 10

Quality criterion - Name: Site support and training / Weighting: 30

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 1 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Hot Food Vending Equipment

Lot No: 5

II.2.2) Additional CPV code(s)

42933000 Vending machines

15894500 Vending-machine ingredients

15000000 Food, beverages, tobacco and related products

42200000 Machinery for food, beverage and tobacco processing and associated parts

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of hot food vending machines and ambient pods/lockers to store hot meals.

The value for the first 24 months is anticipated to be GBP 1 000 000 and GBP 2 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 5. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 22

Quality criterion - Name: Sales and quality / Weighting: 16

Quality criterion - Name: Site support and training / Weighting: 32

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 2 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Ward Beverage Trolleys

Lot No: 6

II.2.2) Additional CPV code(s)

42933000 Vending machines

42200000 Machinery for food, beverage and tobacco processing and associated parts

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of ward beverage trolleys.

The value for the first 24 months is anticipated to be GBP 6 000 000 and GBP 12 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 6. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 30

Quality criterion - Name: Sales and quality / Weighting: 10

Quality criterion - Name: Site support and training / Weighting: 30

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 12 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) **Information about electronic catalogues**

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.2.14) **Additional information**

II.2) **Description**

II.2.1) **Title:**

Water Coolers

Lot No: 7

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

44162500 Drinking-water piping

31141000 Water coolers

II.2.3) **Place of performance**

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

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

The product range consists of bottle-fed water coolers, water dispensers, water bottle filling stations, bagged water coolers and water fountains.

The value for the first 24 months is anticipated to be GBP 500 000 and GBP 1 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 7. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) **Award criteria**

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 30

Quality criterion - Name: Sales and quality / Weighting: 10

Quality criterion - Name: Site support and training / Weighting: 30

Price - Weighting: 30

II.2.6) **Estimated value**

Value excluding VAT: 1 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) **Information about electronic catalogues**

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Coffee Shop Solutions

Lot No: 8

II.2.2) Additional CPV code(s)

15000000 Food, beverages, tobacco and related products

42933000 Vending machines

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of Hospital 'own brand' coffee shop concepts and branded 'franchise' coffee shop concepts.

The value for the first 24 months is anticipated to be GBP 1 000 000 and GBP 2 000 000 for the full 48 months (if extended).

The Concession Contracts Regulations 2016 ('CCR 2016') may be applicable under this lot.

Successful applicants will be required to provide evidence of professional indemnity insurance cover of GBP 5 million per claim (as a minimum) to provide services under this lot.

Applicants may tender for one, more than one or all the product lines detailed in lot 8. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 22

Quality criterion - Name: Sales and quality / Weighting: 16

Quality criterion - Name: Site support and training / Weighting: 32

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 2 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Reverse Vending

Lot No: 9

II.2.2) Additional CPV code(s)

42933000 Vending machines

15894500 Vending-machine ingredients

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM

Main site or place of performance:

Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of reverse vending compactors.

The value for the first 24 months is anticipated to be GBP 500 000 and GBP 1 000 000 for the full 48 months (if extended).

Applicants may tender for one, more than one or all the product lines detailed in lot 9. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below

Quality criterion - Name: Warranties, maintenance and service / Weighting: 30

Quality criterion - Name: Sales and quality / Weighting: 10

Quality criterion - Name: Site support and training / Weighting: 30

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 1 000 000.00 GBP

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

Duration in months: 24

This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes

Description of options:

The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

II.2) Description

II.2.1) Title:

Maintenance and Servicing
Lot No: 10

II.2.2) Additional CPV code(s)

42933000 Vending machines
51500000 Installation services of machinery and equipment

II.2.3) Place of performance

NUTS code: UK UNITED KINGDOM
Main site or place of performance:
Various locations in the UK.

II.2.4) Description of the procurement:

The product range consists of maintenance and servicing packages.
The value for the first 24 months is anticipated to be GBP 500 000 and GBP 1 000 000 for the full 48 months (if extended).
Applicants may tender for one, more than one or all the product lines detailed in lot 10. Applicants must however submit a tender response for all products that they are able to supply at the time of tender.

II.2.5) Award criteria

Criteria below
Quality criterion - Name: Service / Weighting: 55
Quality criterion - Name: Sales and quality / Weighting: 15
Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: 1 000 000.00 GBP

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

Duration in months: 24
This contract is subject to renewal: no

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: yes
Description of options:
The framework agreement will have an initial term of 24 months with an option to extend incrementally for up to a further 24 months.

II.2.12) Information about electronic catalogues

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.2.14) Additional information

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Applicants should refer to II.2) of this contract notice for further details in respect of appointment to the framework agreement. Applicants may bid for one, more than one or all lots and applicants should refer to the invitation to tender for more information in respect of this. The term of contracts formed under the framework agreement may continue beyond the end of the term of the framework agreement itself. NHS Supply Chain: food expects to provide successful suppliers with the opportunity to offer additional savings to customers through the provision of discounted pricing, value added offerings and commitment initiatives. Please refer to section 9 of the ITT in respect of this. NHS Supply Chain: food will share savings information in order to assist its customers with making informed procurement decisions. NHS Supply Chain intends to enter into arrangements under which it will be entitled to purchase supplies and/or services which it will make available for purchase by:

- 1) Any NHS Trust;
- 2) any other NHS entity;
- 3) any government department, agency or other statutory body (for the avoidance of doubt including local authorities); and/or
- 4) any private sector entity active in the UK healthcare sector.

Only NHS Supply Chain: food can order from the framework agreement and enter into contracts under it. Electronic ordering will be used and electronic invoicing will be accepted and electronic payment will be used. For the avoidance of doubt and notwithstanding the estimate indicated at II.1.4) and II.1.5). NHS Supply Chain: Food does not guarantee any level of purchase through the framework and advises applicants that the framework shall be established on a non-exclusive basis. Tenders and all supporting documentation for the contract must be priced in sterling and written in English. Any agreement entered into will be considered a contract made in England according to English law and will be subject to the exclusive jurisdiction of the English Courts.

NHS Supply Chain: food is not liable for any costs (including any third party costs fees or expenses incurred by those expressing an interest, participating or tendering for this contract opportunity. NHS Supply Chain: food reserves the right to terminate the procurement process (or part of it), to change the basis of and the procedures for the procurement process at any time or to procure the subject matter of the contract by alternative means if it appears that it can be more advantageously procured by alternative means. The most economically advantageous or any tender will not automatically be accepted. All communications must be made through NHS Supply Chain's eTendering portal at <http://procurement.supplychain.nhs.uk/ISS/> using the message centre facility linked to this particular contract notice. Please note that the maximum number of suppliers as set out in IV.1.3) is an estimate only.

III.1.2) **Economic and financial standing**

III.1.3) **Technical and professional ability**

Minimum level(s) of standards possibly required:

The contracting authority reserves the right to require groupings of entities to take a particular form or to require one party to undertake primary legal liability or to require that each party undertakes joint and several liability.

III.1.5) **Information about reserved contracts**

III.2) **Conditions related to the contract**

III.2.2) **Contract performance conditions:**

III.2.3) **Information about staff responsible for the performance of the contract**

Section IV: Procedure

IV.1) **Description**

IV.1.1) **Type of procedure**

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 100

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.1.6) Information about electronic auction

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 in the OJ S: [2019/S 143-351250](#)

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

Date: 14/07/2020

Local time: 15:00

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

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

IV.2.7) Conditions for opening of tenders

Date: 15/07/2020

Local time: 09:00

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: yes

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:

Submission of expression of interest and procurement specific information: this procurement exercise will be conducted on the NHS Supply Chain eTendering portal at <http://procurement.supplychain.nhs.uk/ISS/>. Candidates wishing to be considered for this contract must register their expression of interest and provide additional procurement-specific information (if required) through the NHS Supply Chain eTendering portal as follows:

Registration:

- 1) use URL <http://procurement.supplychain.nhs.uk/ISS/> to access the NHS supply chain procurement portal;
- 2) if not yet registered:
 - click on the 'Not Registered Yet' link to access the registration page;
 - complete the registration pages as guided by the mini guide found on the landing page.

Portal access:

If registration has been completed:

- login with URL <http://procurement.supplychain.nhs.uk/ISS/>
- click on the 'Supplier Dashboard' icon to open the list of new procurement events.

Expression of interest:

- view contract notice content by clicking on the 'View notice' button for the procurement event. This opens a PDF document;
- express an interest by clicking on the 'Express interest' button;
- to start the response process after the expression of interest has been done, select the 'My Active Opportunities' option and click on the 'Apply' button;
- select the procurement event from the list by clicking on the description;
- in the detail view click on the orange coloured 'Framework Agreement' button to start responding to the tender.

Header level requirements:

- applicants are required to read all framework header documents which can be accessed using the 'NHS Supply Chain header documents' button, which is located in the 'Select framework' tab;
- applicants are required to upload the documents requested using the 'Supplier header documents' button, which is located in the 'Select framework' tab;
- the 'Framework Questionnaire' tab has no requirement for completion for this tender. Therefore, there is no requirement to complete this;
- a preview of the lot line details can be viewed using the 'Lot header' tab, by selecting the lot and using the 'Lot line information' button. In order to respond to a lot, applicants must select the relevant lot and then use the

'Express intent' button. This expression of intent does not place any obligation on the applicant to respond, the action unlocks the ability to respond;

- applicants are required to upload the documents requested at lot level using the 'Supplier lot documents' button after selecting the lot in the 'Lot header' tab;
- complete price offers per line for the lot by completing the required fields for the lines the applicant wants to include in the bid using the 'Lot line detail' tab. There are a number of mandatory fields to complete on a product line basis; these are highlighted in yellow in the 'Lot line detail' tab;
- applicants are required to answer all mandatory lot specific questions found in the 'Lot evaluation criteria' tab;
- applicants are then required to click on the 'Terms and conditions' button in the 'Submit individual lot response(s)' tab to view and accept the ISS terms and conditions;
- accept the ISS 'Terms and conditions' button to access this function;
- submit lot response, by clicking on the 'Submit response to selected lot' button in the 'Submit individual lot response(s)' tab to submit response for the lot. Each lot must be submitted independently;
- applicants are able to view their submission using the 'Supplier submission report' button, found in the 'Submit individual lot response(s)' tab.

Please refer to Section III.1.1) for additional information.

VI.4) **Procedures for review**

VI.4.1) **Review body**

Official name: N/A

Town: N/A

Country: United Kingdom

VI.4.2) **Body responsible for mediation procedures**

VI.4.3) **Review procedure**

Precise information on deadline(s) for review procedures:

Appeals to be logged in accordance with the Public Contracts Regulations 2015 (as amended).

VI.4.4) **Service from which information about the review procedure may be obtained**

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

05/06/2020