**Invitation to Quotation for**

**The provision of**

**Radiopharmacy Isotope areas Supply & Fit for the**

**new Papworth Hospital at the Cambridge Biomedical Campus**

****

**Project Reference: \_18480**

**CPV Code: 33100000 (Medical Equipment’s)**

**Additional CPV Codes: 09344000 (Radioisotopes)**

**Date Issued:18th January 2017**

**Due Date: 26th January 2017**

**Version: 1.1**

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# Introduction

## The Trust

Papworth Hospital is one of the largest specialist cardiothoracic (heart and lung) hospitals in Europe and includes the country's main heart and lung transplant centre.

The Trust employs over 1800 staff and each year treats more than 24,400 inpatients and day cases and sees more than 73,600 outpatients from across the UK.

Papworth Hospital’s services are internationally recognised and include cardiology, respiratory medicine, sleep medicine, cardiac surgery, thoracic surgery and heart & lung transplantation.

## *The New Papworth Hospital*

To meet the increasing demands for its services and to remain at the forefront of cardiothoracic services in the UK and beyond, Papworth Hospital is building a new 310-bed, purpose-built hospital on the Cambridge Biomedical Campus, approximately 16 miles from the current site.

The new hospital is being constructed by Skanska Construction and is due to be completed in February 2018.

Facilities in the new hospital will include:

* 310 beds with virtually all single rooms;
* 46-bed Critical Care Area including Cardiac Recovery Unit and Cardiac High Dependency Unit;
* 7 state-of-the-art theatres and 5 catheter labs;
* 6 inpatient wards which will have sub-specialities within them;
* Centrally located outpatient unit to incorporate a wide range of diagnostic and treatment facilities;
* A day ward.

## *Key Dates*

It is anticipated that Practical Completion will be achieved in early February 2018 and the Trust’s commissioning period will commence from that date. Subject to Practical Completion being achieved in early February, Trust moves will commence in April 2018.

# Summary of Requirements

Papworth Hospital NHS Foundation Trust is seeking to procure a supplier to design, supply and fit out facilities to assist with the safe storage, use and disposal of radiopharmacy isotopes in the Nuclear Medicine Department for use with SPECT CT and PET CT.

Four Radiopharmacy isotope preparation, storage and waste areas:

1. BB3 1600 Radiopharmacy Isotope Store to serve SPECT CT and PET CT
2. BB3 1610 Preparation/Injection room to serve SPECT CT
3. BB3 1620 Stress Room to serve SPECT CT
4. BB3 8020 Store: Radiopharmacy Waste to serve SPECT CT and PET CT

## *Room Data Sheets*

Are attached in Appendix A

## *Planning*

The successful tenderer will be required to attend meetings with the Trust and Skanska Construction in early February 2017 to discuss planning and scheduling for installation in November 2017 (Refer to Section 4 for more information).

# Technical Specification

## *Radiopharmacy isotope preparation, storage and waste areas:*

1. BB3 1600 Radiopharmacy Isotope Store to serve SPECT CT and PET CT
2. BB3 1610 Preparation/Injection room to serve SPECT CT
3. BB3 1620 Stress Room to serve SPECT CT
4. BB3 8020 Store: Radiopharmacy Waste to serve SPECT CT and PET CT

## *Purpose*

To fit out facilities to assist with the safe storage, use and disposal of radiopharmacy isotopes in the Nuclear Medicine Department for use with SPECT CT and PET CT.

## *Specification*

|  |
| --- |
| 1. **Radiopharmacy Isotope Store - BB3 1600**   Preparation and storage of radioactive substances for the application in the diagnosis and treatment of disease.  Bench space within a recirculating air vertical fan filter module with a Dose calibrator suitable for Gamma and PET CT and appropriate shielding required for a person working in the area to prepare individual doses and check the activity of the radiopharmaceutical before it is administered to the patient.  Appropriately designed and lead protected storage required for radiopharmaceuticals, the flood source and PET phantoms.  This room should contain storage space for sundry clinical items such as syringes and swabs. |
| **Requirements for tender – supply and fit to BB3 1600:**   * 1. 6700mm x 800mm Corian ‘L’ shaped bench with fully moulded upstands to support a recirculating vertical fan filter module and contain a moulded Corian sink, splashback with lever arm mixer taps, waste and trap. (extension of WKT9600B, including all items in UWKT-01)   2. LH 600mm base cupboard (CUP9502)   3. Base unit corner cupboard in place of CUP9501   4. Sink base cupboard 600mm wide   5. Wall cupboards 2 x 600mm x 600mm x 300mm with canopy, one LH one RH.   6. ‘L’ shaped chamber cupboard   7. Base unit cupboard 1200mm w (CUP9500) including:   8. 50mm Pb Dose Calibrator Chamber shield   9. 50mm Pb waste safe with drop through hatch for 4 x 7 ltr bins.   10. 1200mm wide recirculating Vertical Downflow Hood (CAB9021 dim. 1200h, 735d 1180w aprox.)   11. PET barrier 30mmPb with 30mm Pb glass window (SCR01)   12. 50mm Pb PET/CT safe 1180 x 860 x 735 (3 tonnes) (SAF 9010)   13. 50mm Pb PET Phantoms safe as above (3 tonnes) (SAF9011)   14. Flood source storage 6mm Pb shielding (FLO9000) |
| 1. **Preparation/Injection room - BB3 1610**   For preparation and injection of radiopharmacy isotopes |
| **Requirements for tender - supply and fit to BB3 1610:**   * 1. ‘L’ shaped fully moulded Corian bench top with upstand; with two drop through hatches into a shielded cupboard below (WKT451) over:   2. 1200mm wide x 600mm deep x 860mm high shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. One adjustable shelf in each side to take sharps bins in the left and solid waste in the right.   3. Unshielded cupboard 600mm wide, one shelf.   4. Unshielded corner cupboard 1000mm wide with sliding baskets. |
| 1. **Stress Room - BB3 1620**   For injection of radiopharmacy isotopes and carrying out stress test |
| **Requirements for tender – supply and fit to BB3 1620:**   * 1. 3000mm long fully moulded Corian bench top with upstand and two drop through hatches into a shielded cupboard below. (WKT450)   2. 1200mm wide x 600mm deep x 860mm high shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. One adjustable shelf in each side to take sharps bins in the left and solid waste in the right.   3. 550mm wide unshielded drawer unit.   4. 1200mm wide unshielded cupboard with one shelf. |
| 1. **Radiopharmacy Waste Store - BB3 8020**   Room for storage of radiopharmacy isotope waste  Waste is typically held here for 2 – 14 days until it is safe to be disposed of with normal waste materials. |
| **Requirements for tender – supply and fit to BB3 8020:**   * 1. Sink & waste cabinet, stainless steel or Corian top with a drop through hatch into a shielded cupboard below 927H 775W 610D (SNS9006). Shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. |
| 1. **Options** |
| * 1. Please include a dose calibrator as a priced option   2. 1.8 50mm Pb Dose Calibrator Chamber shield, there is potential for an existing shield to be transferred and utilised in the new area. |
| 1. **Additional information required from suppliers for technical evaluation** |
| Detailed design lay out of rooms, matching where possible the supplied 1:50 drawings. Narrative to describe where changes have been made to the 1:50 drawings. |

# Project Timeline

The successful tenderer will be required to attend meetings with the Trust and Skanska Construction in early February 2017 to discuss planning and scheduling.

Delivery Schedules will be finalised Delivery schedules will be finalised by mutual arrangement between the selected supplier, the trust and Skanska the building contractor.

The window for installation of all the areas is 3 weeks from 20th November 2017 (note this is subject to final confirmation).

# Instructions for Submission

This procurement is conducted using the in accordance with the requirements of the Public Contracts Regulations 2015 (SI 2015/102) (PCR 2015) for under threshold procurements. Tenderers are deemed to fully understand the processes that the Trust is required to comply with under relevant UK legislation. The laws of England shall apply for the purposes of all proceedings relating to this procurement process and any contract awarded as part of this procurement process.

* Tenderers are required to complete and return the documents set out Figure 1 Document List on or before the date and time set by the Trust for the submission of Quotations.
* Tender Responses must enclose all supporting documents requested and mark each with the name of the Tenderer .
* Please complete the checklist provided at the end of this ITQ which should contain a summary list of all the documents you are submitting as part of your Quotation.
* All documents forming your Quotation Response must be completed in English. Documents not in English must be accompanied by an English translation and a certificate from a bona fide independent translator attesting the authenticity of the translation.
* The Quote must be clear, concise and complete.

| Document | Summary |
| --- | --- |
| 9.1 Supplier Information Section | This is not marked, it for information and compliance purposes. Section 1 and 2 is a self-declaration made by the potential supplier that you do not meet any of the grounds for exclusion[[1]](#footnote-1). If there grounds for exclusion, there is an opportunity to explain the background and any measures you have taken to rectify the situation. |
| 9.2 & 9.3 Standards, Support, Warranty | Provide details of Standards, Support and Warranty as defined in the Specification. |
| 9.4 Technical Drawings | Detailed design lay out of each of the rooms, matching where possible the supplied 1:50 drawings. Narrative to describe where changes have been made to the 1:50 drawings. |
| 9.6 Financial | Quotation form to be filled in Exclusive of VAT. |
| 9.8 Insurance | Insurance requirements |
| [Appendix C - Form of Tender](#_Appendix_4_-) | The offer to provide the Services from the Tenderer which should have the other Quotation documents attached as appendices. Requires the Tenderer to fully accept the NHS Agreement terms and conditions ([Appendix F](#_Appendix_7_-)) and for an appropriate person to sign the Form of Tender. |
| [Appendix D – Certificate of Bona Fide Tendering](#_Appendix_5_–) | Appropriate person to sign to certify that this is a bona fide Quotation. |
| [Appendix E – Checklist for Submission](#_Appendix_6_–) | Summary list of all the documents submitted by a Tenderer. |

Figure Document List

## *Form of Tender and Anti-Collusion Certificate*

Tenderers shall complete both the Form of Tender attached as [Appendix C - Form of Tender](#_Appendix_C_-) and the Certificate of Bona Fide Tendering attached as [Appendix D – Certificate of Bona Fide Tendering](#_Appendix_D_–) of this ITQ by duly executing and dating the documents. Both documents should be submitted together with the other documentation required as part of the Tender Response.

Where the Tenderer is a company, the Form of Tender and Anti-Collusion Certificate must be signed by a duly authorised representative of that company. Where the Tenderer is a consortium, the documents must be signed by the lead authorised representative of the consortium, which organisation shall be responsible for the performance of the Services. In the case of a partnership, all the partners should sign or, alternatively, one only may sign, in which case he must have and should state that he has authority to sign on behalf of the other partner(s). The names of all the partners should be given in full together with the trading name of the partnership. In the case of a sole trader, he should sign and give his name in full together with the name under which he is trading.

## *Submission*

All submissions must be made through the on-line portal [www.eoecph.bravosolution.co.uk](http://www.eoecph.bravosolution.co.uk) by the deadline in Section 6.

### Clarification Questions

All Clarification Questions must be submitted via the project messaging system in the Bravo portal ([www.eoecph.bravosolution.co.uk](http://www.eoecph.bravosolution.co.uk)). All responses to questions will be circulated to all interested Tenderers. The deadline for clarification questions is as in Section 6.

# Timetable for submission

|  |  |
| --- | --- |
| **Event** | **Date** |
| Issue of Invitations to Quotations Tenderers | 18th January 2017 |
| Deadline for Tenderers requests for clarification / further information | 23rd January 2017 |
| Target date for responses to clarifications | 24th January 2017 |
| Deadline for submission of Tenders | 26th January 2017 12:00 |
| Award of Contract | 27th January 2017 |
| Contract commencement date  Target service commencement date | February 2017  November 2017 |

## *Contract Award*

### Appointment

It is envisaged that the Trust will appoint the successful tenderer by the end of January 2017 but in the event that this is not possible, tenderers are requested to hold their prices for three months. Tenderers will be notified of the outcome of the Quotation evaluation process when the appointment has been made.

### Right to Decline Tenders

The Trust reserves the right not to accept the lowest priced Quotation.

The Trust reserves the right not to appoint any of the tenderers and reopen the Quotation process.

# Reference Documents

1. Ground Floor Drawings x 2
2. Room Data Sheets x 4

# Evaluation Criteria

The Evaluation criterion is compliance with the Technical Specification, and ability to meet the timelines required for the best price.

|  |  |
| --- | --- |
| Section | Supplied |
| 9.1 Supplier Information Section | To be Completed |
| 9.2 Standards | Please confirm compliance of the following answering YES or NO, if NO Please state reasons as to why this is not required: |
| 9.3 Support and Warranty | Provide Details of the Support and Warranty offered |
| 9.4 Technical Drawings - Detailed design lay out of all four rooms, matching where possible the supplied 1:50 drawings. Narrative to describe where changes have been made to the 1:50 drawings. | All 4 drawings are required to PASS |
| 9.5 Project Times | If it meets the requirements in Section 4 – PASS |

**Financial Evaluation:**

Tenderers must provide all the financial information in the format requested. Incomplete or alternative formats will not be accepted.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Lowest Price | 2nd Lowest Price | 3rd Lowest Price | 4th Lowest Price | 5th Lowest Price |
| Marks awarded | 100% | By % difference to lowest price | By % difference to lowest price | By % difference to lowest price | By % difference to lowest price |

# Invitation to Quotation

Please respond to the questions in this section as part of your Quotation submission. Many of the responses are YES/NO,

## *Supplier Information Section*

*Please write your responses to 9.1 in the boxes provided.*

|  |  |  |
| --- | --- | --- |
| **Section 1** | **Potential Supplier Information** | |
| **Question Number** | **Question** | **Response** |
| 1.1 (a) | Full name of the potential supplier submitting the information |  |
| 1.1 (b) – (i) | Registered office address |  |
| 1.1 (b) – (ii) | Registered website address |  |
| 1.1 (c) | Trading Status   1. Public limited company 2. Limited company 3. Limited liability partnership 4. Other partnership 5. Sole trader 6. Third sector 7. Other (please specify your trading status) |  |
| 1.1 (d) | Date of registration in country of origin |  |
| 1.1 (f) | Company registration number (if applicable) |  |
| 1.1 (f) | Charity registration number (if applicable) |  |
| 1.1 (g) | Head office DUNS number (if applicable) |  |
| 1.1 (h) | Registered VAT number |  |
| 1.1 (i) – (i) | If applicable, is your organisation registered with the appropriate professional or trade registered (s) in the member state where it is established. |  |
| 1.1(i)-(ii) | If you responded yes to 1.1 (i) – (i), please provide the relevant details, including the registration number (s) |  |
| 1.1 (j) – (i) | Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement? |  |
| 1.1 (j) – (ii) | If you responded yes to 1.1 (j) – (i), please provide additional details of what is required and confirmation that you have complied to with this. |  |
| 1.1 (k) | Trading name(s) that will be used if successful in this procurement. |  |
| 1.1 (l) | Are you a Small, Medium or Micro Enterprise (SME)? | Yes  No |
| **Section 2** | **Grounds for mandatory exclusion** | |
| **Question Number** | **Question** | **Response** |
| 2.1 (a) | **Regulations 57(1) and (2)**  Please indicate if, within the past five years you, or your organisation or any other person who has powers of representation, decision, or control in the organisation been convicted anywhere in the world of any of the offences within the summary below and listed on the [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf) |  |
|  | Participation in a criminal organisation. | Yes  No  If Yes please provide details at 2.1 (b) |
|  | Corruption | Yes  No  If Yes please provide details at 2.1 (b) |
|  | Fraud | Yes  No  If Yes please provide details at 2.1 (b) |
|  | Terrorist offences or offences linked to terrorist activities | Yes  No  If Yes please provide details at 2.1 (b) |
|  | Money laundering or terrorist financing | Yes  No  If Yes please provide details at 2.1 (b) |
|  | Child labour and other forms of trafficking in human beings. | Yes  No  If Yes please provide details at 2.1 (b) |
| 2.1 (b) | If you have answered yes to question 2.1 (a), please provide further details.  Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction.  Identity of who has been convicted  If the relevant documentation is available please provide the web address, issuing authority, precise reference of the documents. |  |
| 2.2 | If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning) | Yes  No |
| 2.3 (a) | **Regulation 57 (3)**  Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside of the UK), that the organisation is in breach of obligations related to the payment of tax or social security obligations. | Yes  No |
| 2.3 (b) | If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid, or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. |  |

*Please note that the Trust reserves the right to use its discretion to exclude a potential supplier where is can demonstrate by any appropriate means that the potential supplier is in breach of its obligations relating to the non-payment of taxes or social security contributions.*

|  |  |  |
| --- | --- | --- |
| **Section 3** | **Grounds for discretionary exclusion** | |
| **Question Number** | **Question** | **Response** |
| 3.1 | Regulation 57 (8)  The detailed grounds for discretionary exclusion of an organisation are set out on this [web page](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf), which should be referred to before completing these questions.  Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation. |  |
| 3.1 (a) | Breach of environmental obligations | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (b) | Breach of social obligations | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (c) | Breach of labour law obligations | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (d) | Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation’s assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State? | Yes  No  If Yes please provide details at 3.2 |
| 3.1(e) | Guilty of grave professional misconduct? | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (f) | Entered into agreements with other economic operators aimed at distorting competition? | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (g) | Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure? | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (h) | Been involved in the preparation of the procurement procedure? | Yes  No  If Yes please provide details at 3.2 |
| 3.1 (i) | Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, or prior contract with a contracting entity, or a prior concession contract, which led o early termination of that prior contract, damages or other comparable sanctions? | Yes  No  If Yes please provide details at 3.2 |
| 3.2 | If you have answered Yes to any of the above, explain what measures have taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion (Self Cleaning) |  |

## *Standards*

*Please confirm compliance of the following answering YES or NO, if NO Please state reasons as to why this is not required:*

|  |  |
| --- | --- |
| **Standards** | **Compliance** |
| The Ionising Radiations Regulations 1999, and its Approved Code of Practice and associated guidance | Yes  No |
| The Ionising Radiation (Medical Exposure) Regulations 2000, its associated guidance and the 2006 and 2011 Amendments | Yes  No |
| The Environmental Permitting Regulations 2010 and the Environment Agency’s, “Guidance on standards for radiochemical laboratories in non-nuclear premises” | Yes  No |
| The Medicines (Administration of Radioactive Substances) Regulations 1978 and subsequent amendments and associated guidance including the ARSAC “Notes for Guidance on the Clinical Administration of Radiopharmaceuticals and Use of Sealed Radioactive Sources” | Yes  No |
| The Medical Electrical Installation Guidance Notes (v. 2) (MHRA, 2007) | Yes  No |
| The Medical and Dental Guidance Notes (IPEM, 2002). | Yes  No |

## *Details of support and warranty*

A minimum of 1 year warranty is to be provided.

Please provide details of Support, including Post Installation Support, for example:

* *Helpdesk, Contact details,*
* *Response times, Priority Categorisations,*
* *Escalation procedures*
* *costs associated post Warranty Period to be provided in Section 9.4*

*Instructions for response: This information can be provided below or as attachments. The Trust is not expecting a large amount of words for this response and where appropriate Company Information can be attached to answer these questions.*

## *Technical Drawings*

Please provide detailed design lay out of all four rooms, matching where possible the supplied 1:50 drawings. Include a narrative to describe where changes have been made to the 1:50 drawings.

## *Project Planning, Lead Times*

Please detail the key milestones and lead times required to deliver this project to time.

Also please include details of any Assumptions, Exclusions and Dependencies that would impact this timeframe.

*Instructions for response: This information can be provided below or as attachments. The Trust is not expecting a large amount of words for this response and where appropriate Company Information can be attached to answer these questions.*

## Financial

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Description | Unit Price | Units | Total Exclusive of VAT £ |
| 1. **Radiopharmacy Isotope Store - BB3 1600** | | | | |
| 1.1 | 6700mm x 800mm Corian ‘L’ shaped bench with fully moulded upstands to support a recirculating vertical fan filter module and contain a moulded Corian sink, splashback with lever arm mixer taps, waste and trap. (extension of WKT9600B, including all items in UWKT-01) |  |  |  |
| 1.2 | LH 600mm base cupboard (CUP9502) |  |  |  |
| 1.3 | Base unit corner cupboard in place of CUP9501 |  |  |  |
| 1.4 | Sink base cupboard 600mm wide |  |  |  |
| 1.5 | Wall cupboards 2 x 600mm x 600mm x 300mm with canopy, one LH one RH. |  |  |  |
| 1.6 | ‘L’ shaped chamber cupboard |  |  |  |
| 1.7 | Base unit cupboard 1200mm w (CUP9500) including: |  |  |  |
| 1.8 | 50mm Pb Dose Calibrator Chamber shield |  |  |  |
| 1.9 | 50mm Pb waste safe with drop through hatch for 4 x 7 ltr bins. |  |  |  |
| 1.10 | 1200mm wide recirculating Vertical Downflow Hood (CAB9021 dim. 1200h, 735d 1180w aprox.) |  |  |  |
| 1.11 | PET barrier 30mmPb with 30mm Pb glass window (SCR01) |  |  |  |
| 1.12 | 50mm Pb PET/CT safe 1180 x 860 x 735 (3 tonnes) (SAF 9010) |  |  |  |
| 1.13 | 50mm Pb PET Phantoms safe as above (3 tonnes) (SAF9011) |  |  |  |
| 1.14 | Flood source storage 6mm Pb shielding (FLO9000) |  |  |  |
| 1. **Preparation/Injection room - BB3 1610** | | | | |
| 2.1 | ‘L’ shaped fully moulded Corian bench top with upstand; with two drop through hatches into a shielded cupboard below (WKT451) over: |  |  |  |
| 2.2 | 1200mm wide x 600mm deep x 860mm high shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. One adjustable shelf in each side to take sharps bins in the left and solid waste in the right. |  |  |  |
| 2.3 | Unshielded cupboard 600mm wide, one shelf. |  |  |  |
| 2..4 | Unshielded corner cupboard 1000mm wide with sliding baskets. |  |  |  |
| 1. **Stress Room - BB3 1620** | | | | |
| 3.1 | 3000mm long fully moulded Corian bench top with upstand and two drop through hatches into a shielded cupboard below. (WKT450) |  |  |  |
| 3.2 | 1200mm wide x 600mm deep x 860mm high shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. One adjustable shelf in each side to take sharps bins in the left and solid waste in the right. |  |  |  |
| 3.3 | 550mm wide unshielded drawer unit. |  |  |  |
| 3.4 | 1200mm wide unshielded cupboard with one shelf. |  |  |  |
| 1. **Radiopharmacy Waste Store - BB3 8020** | | | | |
| 4.1 | Sink & waste cabinet, stainless steel or Corian top with a drop through hatch into a shielded cupboard below 927H 775W 610D (SNS9006). Shielded cupboard, stove enamelled finish outside and stainless steel lined inside. 3mm Pb shielding all around including centre partition. |  |  |  |
| 1. **Delivery** | | | | |
| 5.1 | Delivery Charge (please state if this is extra or is FoC) |  |  |  |
|  |  |  |  |  |
| 1. **Installation** | | | | |
| 6.1 | Installation Charges (please include the full installation cost). |  |  |  |
|  |  |  |  |  |
| 1. **Warranty 12 Months FREE** | | | | |
|  |  |  |  |  |
| **TOTALPRICE EXCLUSIVE OF VAT (1+2+3+4+5+6+7)** | | | **£** | |
|  | | | | |
| 1. **Options** | | | | |
| 8.1 | dose calibrator |  |  |  |
| 8.2 | 1.8 50mm Pb Dose Calibrator Chamber shield, there is potential for an existing shield to be transferred and utilised in the new area. |  |  |  |
|  | [Any Additional Options suggested by the Tenderer] |  |  |  |
|  |  |  |  |  |

## Commercial

Pass/Fail

Standard NHS Contract Terms and Conditions will apply; deviations or amendments will not be accepted.

<https://www.gov.uk/government/publications/nhs-standard-terms-and-conditions-of-contract-for-the-purchase-of-goods-and-supply-of-services>

The Trust does not wish to negotiate any terms of this ITT including without limitation the NHS Agreement Terms and Conditions. By submitting a Quotation, Tenderers are agreeing to be bound by the terms of this ITQ and the NHS Terms and Conditions without further negotiation or amendment.

## Insurance

The Trust requires that the tenderer has or has the ability to put in place and/or maintain in force at its own cost with a reputable commercial insurer, insurance arrangements in respect of employer’s liability, public liability, product liability and professional indemnity in accordance with Good Industry Practice with the minimum cover per claim of the greater of five million pounds (£5,000,000) or any sum as required by Law.

Please confirm that you have or can secure insurance to this level. Certificates are not required at this stage, but we would require insurance to be in place prior to any fitting being undertaken on site.

# Appendix A – Room Data Sheets

In separate Document

# Appendix B – Ground Floor Drawings

In separate Document

# Appendix C - Form of Tender

**To be completed by the Tenderer**

**FORM OF TENDER**

Quotation for the Radiopharmacy Isotope areas Supply & Fit for the new Papworth Hospital at the Cambridge Biomedical Campus

In response to the Invitation to Quotation from The Papworth Hospital NHS Foundation Trust (The Trust) l\we the undersigned hereby offer to carry out the services as identified in the tender documents for the VAT exclusive sum of:

|  |  |
| --- | --- |
| All Prices are to be in Pound Sterling: | £ |
| In Long Form (Words): |  |
|  | |
|  | |

I/We understand the Trust will not consider or recommend the tender unless the Certificate of Bona Fide Tendering has been signed.

I/We understand the Trust is not bound to accept the lowest or any Quotation. I/We also understand the Trust has the right to accept only part of a Tender unless we have expressly stipulated otherwise.

This Tender shall remain open for acceptance by the Trust for a period of 90 days after the due date for return of tenders specified in the invitation to tender.

By submitting a Quotation, Tenderers are agreeing to be bound by the terms of this ITQ and the NHS Terms and Conditions without further negotiation or amendment.

|  |  |
| --- | --- |
| Signed |  |
| Name |  |
| Title |  |
| On behalf of |  |
| Date |  |
|  |  |
| In the Presence of | |
| Signed |  |
| Name |  |
| Date |  |

# Appendix D – Certificate of Bona Fide Tendering

**To be completed by the Tenderer**

**Certificate of bona fide tendering**

Quotation for the Radiopharmacy Isotope areas Supply & Fit for the new Papworth Hospital at the Cambridge Biomedical Campus

The essence of selective tendering is that the Trust shall receive bona fide competitive Quotations from all firms tendering.

In recognition of this principle, we certify that this is a bona fide Quotation, intended to be competitive, and that we have not fixed or adjusted the amount of the tender by or under in accordance with any agreement with any other person.

We also certify that we have not done and we undertake that we will not do at any time before the returnable date for this tender any of the following acts:

* 1. Communicate to a person other than the person calling for these quotations the amount or approximate amount of the proposed quotation
  2. Enter into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any quotation to be submitted
  3. Offer or pay or give or agree to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other quotation or proposed quotation for the said work any act of the kind described above.

In this certificate the word “person” includes any persons anybody or association, corporate or non-corporate; and “any agreement” or “arrangement” includes any such transaction, formal or informal, and whether legally binding or not.

|  |  |
| --- | --- |
| Signed |  |
| Name |  |
| Title |  |
| On behalf of |  |
| Date |  |

# 

# Appendix E – Checklist for Submission

|  |  |  |
| --- | --- | --- |
| Item | Description | Completed |
| Section 9 | Written responses and Quotation |  |
| Section 9 | Drawings x 4 |  |
| Appendix 4 | Form of Tender |  |
| Appendix 5 | Certificate of Bona Fide Tendering |  |

# Appendix F - NHS TERMS AND CONDITIONS FOR THE SUPPLY OF GOODS AND THE PROVISION OF SERVICES (CONTRACT VERSION



1. https://www.gov.uk/government/uploads/system/uploads/attachment\_data/file/551130/List\_of\_Mandatory\_and\_Discretionary\_Exclusions.pdf [↑](#footnote-ref-1)