

UK-London: administrative healthcare services

2004/S 142-122274

CONTRACT NOTICE

Services

This contract is covered by the Government Procurement Agreement (GPA): Yes.

SECTION I: CONTRACTING AUTHORITY

- I.1) **Official name and address of the contracting authority:**
Foreign and Commonwealth Office, Health and Welfare, Att: Andrew George, G/35, Old Admiralty Building, UK-London SW1A 2PA . Tel.: +44 (0) 207 008 0598. Fax: +44 (0) 207 008 0623. E-mail: Andrew.George@fco.gov.uk. URL: www.fco.gov.uk.
- I.2) **Address from which further information can be obtained:**
As in I.1.
- I.3) **Address from which documentation may be obtained:**
As in I.1.
- I.4) **Address to which tenders/requests to participate must be sent:**
As in I.1.
- I.5) **Type of contracting authority:**
Central level.

SECTION II: OBJECT OF THE CONTRACT

- II.1) **Description**
- II.1.1) **Type of works contract:**
- II.1.2) **Type of supplies contract:**
- II.1.3) **Type of service contract**
Service category: 25.
- II.1.4) **Framework agreement:**
No.
- II.1.5) **Title attributed to the contract by the contracting authority:**
UK-London: FCO healthcare contract.
- II.1.6) **Description/object of the contract:**
Administrative healthcare services. Health services. Miscellaneous health services.
The purpose of the contract is to provide and manage a comprehensive healthcare programme for the Foreign and Commonwealth Office (FCO) and the Department for International Development (DfID). The service will be accessed via a 24-hour call centre operating a triage and co-ordination function which will include:
broad-based occupational health services to UK-based and overseas-posted staff; health management for frequent travellers and overseas staff and dependants;
healthcare advice and management on a 24-hour basis for overseas-posted staff and dependants, to include triage, access to care both in the UK and overseas, and repatriation services when necessary;
and evaluation of medical and dental provision overseas, including facilities owned by the FCO.

Services for UK-based staff and dependants posted overseas will be extended to British Council (BC) staff. The core group of staff will be some 5000 in the UK and 7500 (including dependants) overseas, with access on a per capita basis to the overseas healthcare element for additional personnel contracted by the FCO and staff of other government departments working overseas.

II.1.7) Site or location of works, place of delivery or performance:

Various locations in the UK and overseas.

II.1.8) Nomenclature

II.1.8.1) Common Procurement Vocabulary (CPV):

75122000, 85100000, 85140000.

II.1.8.2) Other relevant nomenclature (CPA/NACE/CPC):

II.1.9) Division into lots:

Yes.

Tenders may be submitted for: All lots.

II.1.10) Will variants be accepted:

Yes.

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

II.2.2) Options. Description and time when they may be exercised:

II.3) Duration of the contract or time limit for completion:

36 months from the award of the contract.

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) Conditions relating to the contract

III.1.1) Deposits and guarantees required:

Yes.

III.1.2) Main terms of financing and payment and/or reference to the relevant provisions:

III.1.3) Legal form to be taken by the grouping of suppliers, contractors or service providers to whom the contract is awarded:

Joint and several liability.

III.2) Conditions for participation

III.2.1) Information concerning the personal situation of the contractor, supplier or service provider and information and formalities necessary for the evaluation of the minimum economic, financial and technical capacity required:

Any supplier may be disqualified who:

(a) is bankrupt or is being wound up, whose affairs are being administered by the court, who has entered into an arrangement with creditors or who is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding-up or administration by the court or for an arrangement with creditors or is the subject of any other similar proceedings under national laws or regulations;

(c) has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata;

(d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;

(e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or those of the country of the contracting authority;

(f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or those of the country of the contracting authority;

(g) is guilty of serious misrepresentation in supplying the information required under the provisions of the Directive on the criteria for qualitative selection.

See pre-qualification information in VI.4.

III.2.1.1) Legal position – means of proof required:

See pre-qualification information in VI.4.

III.2.1.2) Economic and financial capacity – means of proof required:

See pre-qualification information in VI.4.

III.2.1.3) Technical capacity – means of proof required:

See pre-qualification information in VI.4.

III.3) Conditions specific to services contracts

III.3.1) Provision of the service is reserved to a specific profession:

No.

III.3.2) Legal entities required to state the names and professional qualifications of the personnel responsible for execution of the contract:

Yes.

SECTION IV: PROCEDURE

IV.1) Type of procedure:

Restricted.

IV.1.1) Candidates already selected:

IV.1.2) Justification for the choice of accelerated procedure:

IV.1.3) Previous publication concerning the same contract

IV.1.3.1) Prior information notice concerning the same contract:

IV.1.3.2) Other previous publications:

IV.1.4) Envisaged number of suppliers which will be invited to tender:

Minimum: 5 - Maximum: 10.

IV.2) Award criteria:

The most economically advantageous tender in terms of:

Criteria as stated in contract documents.

IV.3) Administrative information

IV.3.1) Reference number attributed to the file by the contracting authority:

See II.1.5.

IV.3.2) Conditions for obtaining contract document and additional documents:

IV.3.3) Time-limit for receipt of tenders or requests to participate:

27.8.2004.

IV.3.4) Dispatch of invitations to tender to selected candidates:

Estimated date: 10.9.2004.

IV.3.5) **Language or languages** In which tenders or requests to participate can be drawn up:
English.

IV.3.6) **Minimum time frame** during which the tenderer must maintain its tender:

IV.3.7) **Conditions for opening tenders**

IV.3.7.1) **Persons authorised to be present at the opening of tenders:**

IV.3.7.2) **Date, time and place:**

SECTION VI: OTHER INFORMATION

VI.1) **Non-mandatory notice:**

VI.2) **Indication whether this procurement is a recurrent one and the estimated timing for further notices to be published:**

VI.3) **The contract relates to a project/programme financed by EU funds:**
No.

VI.4) **Additional information:**

Interested parties should send this completed pre-qualification information with supporting documents to Andrew George at the address in I.1 before 27.8.2004. Please complete all required, 16 points in total need to be answered.

1. Company name.
2. Company registration number.
3. Full address of registered office.
4. Date of registration, formulation or incorporation.
5. Details of parent company and other group companies (please include a structural organogram).
6. Full audited accounts for the last two financial years and those of any ultimate parent company.
7. Numbers of employees in your company.
8. Name, address, telephone, fax number and e-mail of the person nominated to be your main contact 24/7 for the duration of your participation in the tender process.
9. Briefly describe your quality-control procedures (eg ISO 9000 accreditation or equivalent).
10. Briefly describe your environmental policy.
11. What is your policy on recruitment, staff training, staff development, health and safety, industrial relations?
12. Do you have experience of working with government departments? (if so, please list, when and where).
13. Please provide brief details of private/public sector clients for whom you have carried out services of a similar nature and scale to the FCO's requirement in II.1.6.
14. Please provide details of your international experience in the provision of such services.
15. Please provide details of the technical and supervisory resources available for carrying out the services.
16. Proof of enrolment on a recognised professional or trade register in the country in which the company is established.

The FCO reserves the right to abandon the tender process and not award any contract; to make whatever changes it sees fit to the procurement process; and to award more than one contract.

The final contract(s) shall be subject to English law and the exclusive jurisdiction of the English courts.

Tenders should be priced in sterling and payment will be made in sterling only.

There is an option to extend the contract for up to a further 24 months in total at 12-monthly intervals.

GO reference: GO 04072028/01.

VI.5) **Date of dispatch of this notice:**
20.7.2004.