

CONTRACT NOTICE

PROCESSING OF RE-USEABLE CE MARKED BARRIER THEATRE TEXTILES.

Services

SECTION I: CONTRACTING AUTHORITY

NOTICE PUBLICATION DETAILS

Notice Reference Number 2016/S 010-013596
Date of Publication 15/01/2016 GMT

I.1 NAME, ADDRESS AND CONTACT POINT(S)

Official Name The Minster for the Cabinet Office acting through Crown Commercial		
Postal Address 9th Floor, The Capital, Old Hall Street		
Town Liverpool	Postal Code L3 9PP	Country United Kingdom
For the attention of _____		
Contact Point(s) https://gpsesourcing.cabinetoffice.gov.uk		Telephone +44 3450103503
Email(s) supplier@crowncommercial.gov.uk		Fax _____

Internet Address(es) (If applicable): General address of the Contracting Authority http://ccs.cabinetoffice.gov.uk Address of the Buyer profile https://gpssourcing.cabinetoffice.gov.uk
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Further Information can be obtained at As in above mentioned contact point(s)

Specifications and additional documents can be obtained at (including documents for competitive dialogue and a dynamic purchasing system)

As in above mentioned contact point(s)

Tenders or requests must be sent to

As in above mentioned contact point(s)

I.2 TYPE OF CONTRACTING AUTHORITY

Contracting Authority

Ministry or any other National or Federal Authority, including their regional or local subdivisions

Main Activity(s)

- General Public Services
- Health

Other : Public Procurement

The Contracting Authority is purchasing on behalf of other Contracting Authorities

Yes

SECTION II: OBJECT OF CONTRACT

II.1 DESCRIPTION

II.1.1 Title attributed to the Contract by the Contracting Authority

Processing of Re-useable CE Marked Barrier Theatre Textiles

II.1.2 Type of Contract and Location of Works, Place of delivery of Performance

Services

27 - Other services [8 9]

Main site or Location of Services

United Kingdom

NUTS Code and Name

UK - UNITED KINGDOM

II.1.3 Notice involves

ESTABLISHMENT_FRAMEWORK_AGREEMENT

II.1.4 Information on Framework Agreement

Framework agreement with several operators

Maximum number of participants allowed

12

Duration of the framework agreement

48 Month(s)

Justification for a framework agreement, the duration of which exceeds four years

Estimated total value of purchases for the entire duration of the framework agreement

Between 40,000,000.00 GBP and 50,000,000.00 GBP

Frequency and value of contracts to be awarded (if known)

II.1.5 Short description of the Contract or Purchase(s)

Crown Commercial Services as the Authority is putting in place a Pan Government collaborative Framework Agreement for use by UK public sector bodies identified at VI.3 (and any future successors to these organisations), which includes NHS bodies.

The above public sector Bodies have a need for the processing or re-usable CE marked Theater Textiles, all Suppliers must comply with the specific accreditation's and performance criteria laid down in the European Standard EN13795; and the requirements of the European directive for the disinfection / decontamination of Medical Devices Directives 93/42/EEC (including the requirement to CE mark).

This Framework Agreement is for the processing (collection, wash, finish and return) of re--useable CE marked barrier theatre textiles (gowns, gown replacements and drapes).

The Framework includes:

the processing (wash and finish) and transportation (collection and return) of re-usable CE marked barrier theatre textiles (gowns, gown replacements and drapes) which are:

- i) owned by the Contracting Authority; and / or
- ii) hired by the Contracting Authority from the Supplier.

Additional Services detailed in the ITT may be provided.

The duration of the Framework Agreement referenced in section II.I.4 is for the placing of orders, and the Framework Agreement will be awarded for an initial term of two (2) years with the option to extend for a further two (2) twelve (12) month periods i.e. two years.

Electronic ordering and/or electronic invoicing and/or electronic payment may be used during the period of the framework agreement and throughout the lifespan of any Call Off Contracts.

II.1.6 Common Procurement Vocabulary

Main Object

Main Vocabulary

Code	Description
98310000	Washing and dry-cleaning services

Suppl. Vocabulary

Code	Description
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Additional Object(s)

Main Vocabulary

Code	Description
39515000	Curtains, drapes, valances and textile blinds
39518000	Hospital linen
39518100	Operating-theatre drapes
39518200	Operating-theatre sheets
50830000	Repair services of garments and textiles
85112000	Hospital support services
98311000	Laundry-collection services
98311200	Laundry-operation services
98312000	Textile-cleaning services

Suppl. Vocabulary

Code	Description
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II.1.7 Contract covered by the Government Procurement Agreement (GPA)

Yes

II.1.8 Lot Details

Division into lots

II.1.9 Variants will be accepted

No

II.2 QUANTITY OR SCOPE OF THE CONTRACT

II.2.1 Total quantity or scope

Crown Commercial Service, as the Authority intends to put in place a Framework Agreement for the processing (collection, wash, finish and return) of re--useable CE marked barrier theatre textiles (gowns, gown replacements and drapes).

There will be no electronic auction at Framework level, however the Authority reserves the right for an electronic auction to be held by Contracting Authorities during further competition prior to an award of a contract.

There will be no direct award available under this Framework Agreement due to specific Contracting Authority related volumes and service requirements which may include a number of optional related services which need to be determined at a local level. All Call Off Contracts made under this Framework Agreement will be subject to a further competition process.

The processing of re--useable CE marked barrier theatre textiles services are subject to additional industry regulations including the 'Health and Social Care Act 2008: Code of Practice on the prevention and control of infections and related guidance'. Potential Providers should ensure they are familiar with the detail and scope of these regulations and that they are able to demonstrate compliance.

This Procurement is being tendered as a Framework Agreement with a single lot as to deliver maximum overall benefits in terms of efficiencies and economies of scale.

Value Basis

Between 40,000,000.00 GBP and 50,000,000.00 GBP

II.2.2 Options

Yes

Description of these options

Description of these options: The Framework Agreement will be awarded for an initial term of 24 months, with an option to extend the duration for any period or periods up to a maximum of 2 years in total from the expiry

of the Initial Framework Period for a maximum of 2 consecutive further terms, each of these terms being up to a maximum of 12 months duration. Any extension will be exercised at the sole discretion of the Authority.

Provisional Time Table

Provisional Time

Number of Renewals

II.3 Duration of the Contract or Time-Limit for Completion

SECTION III: LEGAL, ECONOMIC, FINANCIAL & TECHNICAL INFORMATION

III.1 CONDITIONS RELATING TO THE CONTRACT

III.1.1 Deposits and Guarantees required (if applicable)

Potential Providers will be advised if this is necessary during the procurement. Parent Company and/or other guarantees of performance and financial liability may be required by the Authority if considered appropriate.

III.1.2 Main Financing conditions and Payment arrangements and/or reference to the relevant provisions regulating them

III.1.3 Legal form to be taken by the group of economic operators to whom the contract is to be awarded (if applicable)

No special legal form is required but if a contract is awarded to a Group of Economic Operators, the Authority may require the Group of Economic Operators to form a legal entity before entering into the Framework Agreement.

III.1.4 Other particular conditions to which the performance of the contract is subject (if applicable)

Yes

Description of particular conditions

From 2.4.2014 the Government introduced its new Government Security Classifications (GSC) classification scheme which replaced the Government Protective Marking Scheme (GPMS). A key aspect of this is the reduction in the number of security classifications used. All potential suppliers should make themselves aware of the changes as it may impact on this Requirement. The link below to the Gov.uk website provides information on the new GSC: <https://www.gov.uk/government/publications/government-security-classifications>

III.2 CONDITIONS FOR PARTICIPATION

III.2.1 Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Potential Providers will be assessed in accordance with Section 5 of Chapter 2 of the Public Contract Regulations 2015, as amended (implementing Title II, Chapter III, Section 3, Sub section i of Directive 2014/24/EU), on the basis of information provided in response to an Invitation to Tender ('ITT')

This procurement will be managed electronically via the Authority's e-Sourcing Suite. To participate in this Procurement, Potential Providers must first be registered on the e-Sourcing Suite.

If you have not yet registered on the eSourcing Suite, this can be done online at <https://gpsesourcing.cabinetoffice.gov.uk> by following the link 'Register for CCS eSourcing'. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so. Full instructions for registration and use of the system can be found at

<http://ccs.cabinetoffice.gov.uk/i-am-supplier/respond-tender>

Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing expressionofinterest@crownccommercial.gov.uk.

Your email must clearly state: the name and reference for the procurement you wish to register for; the name of the Potential Provider; and the name and contact details for the registered individual sending the email. The

Authority will process the email and then enable the Potential Provider to access the procurement online via the e-Sourcing Suite. The registered user will receive a notification email to alert them once this has been done.

As a user of the e-Sourcing Suite you will have access to Emptoris email messaging service which facilitates all messages sent to you and from you in relation to any specific RFX event. Please note it is your responsibility to access these emails on a regular basis to ensure you have sight of all relevant information.

For technical assistance on use of the e-Sourcing Suite please contact Crown Commercial Service Helpdesk email: enablement@crownccommercial.gov.uk

Responses must be published by the date in IV.3.4.

III.2.2 Economic and Financial Capability

Information and formalities necessary for evaluating if requirements are met:

Potential Providers will be assessed on the basis of information provided in response to an ITT.

The ITT can be accessed at: <https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in III.2.1 The Authority may take into account any of the following information:

- a copy of your audited accounts for the most recent two years and/or if audited accounts are not available then one or more of the following in respect of your organisation or proposed Framework Guarantor:
- a statement of the turnover, profit and loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation;
- a statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position; and/or
- an alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).

Minimum level(s) of Standards possibly required (if applicable):

III.2.3 Technical Capability

Information and formalities necessary for evaluating if requirements are met:

Potential Providers will be assessed in accordance with Section 5 of the Regulations implementing the Directive, on the basis of information provided in response to an ITT which can be accessed at: <https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in

III.2.1).

The Contracting Authority may take into account the following information:

a list of the principal deliveries effected or the main services provided over at the most the past 3 years, with the sums, dates and recipients, whether public or private, involved.

Minimum level(s) of Standards possibly required (if applicable):

III.2.4 Reserved Contract (if applicable)

Existence of Reserved Contracts

III.3 Conditions specific to Services Contracts

III.3.1 Execution reserved to a particular profession

No

III.3.2 Request for the Name and Professional qualifications of the Staff

No

SECTION IV: PROCEDURE

IV.1 TYPE OF PROCEDURE

IV.1.1 Type of Procedure

Open

IV.2 AWARD CRITERIA

IV.2.1 Award Criteria

Most economically advantageous tender in terms of Criteria stated below

No.	Criteria	Weighting
1	Quality	60
2	Price	40

IV.2.2 An Electronic auction will be used

No

IV.3 ADMINISTRATIVE INFORMATION

IV.3.1 File Reference Number attributed by the contracting authority (if applicable)

RM3772

IV.3.2 Previous publication(s) concerning the same Contract

Yes

Previous Publication Notice Number in OJ

Prior Information Notice 2015/S 232-421954 published on 01/12/2015 GMT

Other previous publications (if applicable)

No

IV.3.4 Time-limit for receipt of Tenders or requests to participate

10/02/2016 15:00 GMT

IV.3.6 Languages

Language(s) in which Tenders or requests to participate may be drawn up

English

Other Language(s)

IV.3.7 Minimum Tender Duration

Minimum time frame during which the Tenderer must maintain the Tender

120 Day(s)

IV.3.8 Conditions for opening Tenders

Date

Place (if applicable)

Electronically, via web-based portal

Persons authorised to be present at the opening of Tenders (if applicable)

No

SECTION VI: COMPLEMENTARY INFORMATION

VI.1 RECURRENT PROCUREMENT

VI.1.1 This is a Recurrent Procurement (if applicable)

No

VI.2 PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS

VI.2.1 Contract related to a Project and/or Programme Financed by EU Funds

No

VI.3 ADDITIONAL INFORMATION (IF APPLICABLE)

Additional Information

A full copy of the ITT documentation for this procurement will be available for unrestricted and full direct access, free of charge via Crown Commercial Service website from the date of this publication of the contract notice at

<http://ccsagreements.cabinetoffice.gov.uk/procurementpipeline>

Potential Providers should note that, in accordance with the UK Government's policies on transparency, the Authority intends to publish the Invitation to Tender (ITT) document and the text of any Framework Agreement awarded, subject to possible redaction's at the discretion of the Authority. The terms of the proposed Framework Agreement will also permit a Contracting Authority, awarding a contract under this Framework Agreement, to publish the text of that contract, subject to possible redaction's at the discretion of the contracting authority.

Further information on transparency can be found at:

<http://ccs.cabinetoffice.gov.uk/about-government-procurement-service/transparency-and-accountability/transparency-procurement>

The Authority expressly reserves the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstances will the Authority be liable for any costs incurred by the candidates. If the Authority decides to enter into a Framework Agreement with the successful supplier, this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this Framework Agreement will form a separate contract under

the scope of this Framework between the supplier and the specific requesting other contracting authority. The Authority and other contracting authorities utilising the Framework reserve the right to use any electronic portal during the life of the agreement.

The duration referenced in Section II.1.4 is for the placing of orders.

The value provided in Section II.1.4 is only an estimate. We cannot guarantee to suppliers any business through this Framework Agreement.

In reference to Section II.1.4, maximum number of participants allowed. Framework Agreements will be concluded with the maximum number of Suppliers. This may increase only where two or more Potential Providers have tied scores and are placed in the last position. The Authority will award a Framework Agreement to additional Potential Providers where their Final Score is within 1 % of the original awarded last place position only. For the avoidance of doubt, last position is 12th. The Authority

wishes to establish a Framework Agreement for use by the following UK public sector bodies (and any future successors to these organisations):

Central Government Departments, Local Government and Public Corporations that can be accessed at the Public Sector Classification Guide

<http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-322090> Local Authorities

<http://openlylocal.com/councils/all>

www.ubico.co.uk (Agent acting on behalf of Cheltenham Borough Council)

NDPBs

<http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/a-f> <http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/g-l> <http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/m-r> <http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/s-z> National Parks Authorities

<http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/g-l>

<http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/m-r>

<http://www.civilservice.gov.uk/recruitment/departments-and-accredited-ndpbs/s-z> National Parks Authorities

<http://www.nationalparks.gov.uk/>

Educational Establishments in England and Wales, maintained by the Department for Children, Schools and Families including Schools, Universities and Colleges but not Independent Schools <http://www.education.gov.uk/edubase/home.xhtml>

Police Forces in the United Kingdom http://www.police.uk/?view=force_sites

Fire and Rescue Services in the United Kingdom <http://www.fireservice.co.uk/information/ukfrs> <http://dontgivefireahome.org/contacts>

NHS Bodies England <http://www.nhs.uk/ServiceDirectories/Pages/AcuteTrustListing.aspx>

<http://www.nhs.uk/ServiceDirectories/Pages/PrimaryCareTrustListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/MentalHealthTrustListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/CareTrustListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/AmbulanceTrustListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/StrategicHealthAuthorityListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/SpecialHealthAuthorityListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/OtherListing.aspx>

<http://www.nhs.uk/ServiceDirectories/Pages/StrategicHealthAuthorityListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/SpecialHealthAuthorityListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/OtherListing.aspx>

<http://www.nhs.uk/ServiceDirectories/Pages/SpecialHealthAuthorityListing.aspx> <http://www.nhs.uk/ServiceDirectories/Pages/OtherListing.aspx>

<http://www.nhs.uk/ServiceDirectories/Pages/OtherListing.aspx>

Hospices in the UK

<http://www.helpthehospices.org.uk/about-hospice-care/find-a-hospice/uk-hospice-and-palliative-care-services/>

Registered Social Landlords (Housing Associations) Third Sector and Charities in the United Kingdom <http://www.charity-commission.gov.uk/> <http://www.oscr.org.uk/> <http://www.charitycommissionni.org.uk/>

Citizens Advice in the United Kingdom <http://www.citizensadvice.org.uk/index/getadvice.htm> www.cas.org.uk

<http://www.citizensadvice.co.uk/> Scottish Public Bodies

The Framework Agreement will be available for use by any Scottish Public Sector Body: the Authority; Scottish Non-Departmental Public Bodies; offices in the Scottish Administration which are not ministerial offices; cross- border public authorities within the meaning of section 88(5) of the Scotland Act 1998; the Scotland Office;

the Scottish Parliamentary Corporate Body; councils constituted under section 2 of the Local Government etc. (Scotland) Act 1994 (except where they are acting in their capacity as educational authority); Scottish joint fire boards or joint fire and rescue boards; Scottish joint police boards or any successor National Police or Fire Authority; Scottish National Park authorities, bodies registered as social landlords under the Housing

(Scotland) Act 2001, Scottish health boards or special health boards, Student Loans Company Limited, Northern Lighthouse Board, further or higher education institutions being fundable bodies within the meaning of section 6 of the Further and Higher Education (Scotland) Act 2005 any public body established by or under the Scotland Act 1998 or any Act of the Scottish Parliament, any association of or formed by one or more of the foregoing, bodies financed wholly or mainly by one or more of the foregoing, bodies subject to management supervision

by one or more of the foregoing and bodies more than half of the board of directors or members of which, or,

in the case of a group of individuals, more than half of those individuals, being appointed by one or more of the foregoing.

Scottish Government <http://www.scotland.gov.uk/Home> Scottish Parliament

<http://www.scottish.parliament.uk/abouttheparliament/27110.aspx> Scottish Local Authorities <http://www.scotland.gov.uk/About/Government/councils>

<http://www.scotland-excel.org.uk/home/AboutUs/OurMembers/AssociateMembers.aspx> Scottish Agencies, NDPBs

<http://www.scotland.gov.uk/Topics/Government/public-bodies/about/Bodies> Scottish NHS Bodies

<http://www.scotland.gov.uk/Topics/Health/NHS-Workforce/NHS-Boards> Scottish Further and Higher Education Bodies

www.apuc-scot.ac.uk http://www.sfc.ac.uk/about_the_council/council_funded_institutions/WhoWeFundUniversities.aspx http://www.sfc.ac.uk/about_the_council/council_funded_institutions/WhoWeFundColleges.aspx Scottish Police

<http://www.scottish.police.uk/> Scottish Housing Associations

http://www.sfha.co.uk/component/option,com_membersdir/Itemid,149/view,membersdir/ The Scotland Office

<http://www.scotlandoffice.gov.uk/scotlandoffice/33.30.html> Registered Social Landlords (Housing Associations) – Scotland

http://www.esystems.scottishhousingregulator.gov.uk/register/reg_pub_dsp.search Scottish Schools

Primary Schools [http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=isprimaryschool&bSubmit=1&Submit=Se)

[schoolsearchstring=&addresssearchstring=&authority=&strTypes=isprimaryschool&bSubmit=1&Submit=Se](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=isprimaryschool&bSubmit=1&Submit=Se) Secondary Schools

[http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=issecondaryschool&bSubmit=1&Submit=Se)

[schoolsearchstring=&addresssearchstring=&authority=&strTypes=issecondaryschool&bSubmit=1&Submit=Se](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=issecondaryschool&bSubmit=1&Submit=Se)

Special Schools [http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=isspecial&bSubmit=1&Submit=Search)

[schoolsearchstring=&addresssearchstring=&authority=&strTypes=isspecial&bSubmit=1&Submit=Search](http://www.ltscotland.org.uk/scottishschoolsonline/index.asp?schoolsearchstring=&addresssearchstring=&authority=&strTypes=isspecial&bSubmit=1&Submit=Search) Welsh Public Bodies

National Assembly for Wales, Welsh Assembly Government and Welsh Local Authorities, and all bodies covered by: www.buy4wales.co.uk/UsefulResources/contractsframeworks/organisationlist/poaplist.html?cat=14318 <http://www.assemblywales.org/abthome/abt-links.htm> <http://new.wales.gov.uk/about/civilservice/directorates/?lang=en>

Schools <http://wales.gov.uk/topics/statistics/about/reference/schooladdress> Universities

http://www.wales.com/en/content/cms/english/study/wales_universities/wales_universities.aspx FE Colleges

http://www.collegeswales.ac.uk/en-GB/wales_colleges-42.aspx Welsh Government Sponsored Bodies

<http://wales.gov.uk/about/recruitment/ouroportunities/publicapps/pubnhs> NHS Wales

<http://www.wales.nhs.uk/ourservices/directory> <https://www.buy4wales.co.uk/UsefulResources/contractsframeworks/organisationlist/poaplist.html?cat=14318> Housing Associations – registered Social Landlords Wales <http://www.wao.gov.uk/reportsandpublications/housingassociations.asp>

Social Care Wales <http://www.wlga.gov.uk/authorities>. NI Public Bodies

Northern Ireland Government Departments <http://www.northernireland.gov.uk/gov.htm>

Northern Ireland Public Sector Bodies and Local Authorities <http://www.northernireland.gov.uk/az2.htm>
Schools in Northern Ireland

http://www.deni.gov.uk/index/facts-and-figures-new/education-statistics/32_statistics_and_research-numbersofschoolsandpupils_pg/32_statistics_and_research-schoolleveldata_pg/statistics_and_research-school_enrolment_1112.htm

Universities in Northern Ireland <http://www.deni.gov.uk/links.htm>

Health and Social care in Northern Ireland <http://www.hscni.net/index.php?link=hospitals> <http://www.hscni.net/index.php?link=boards>

<http://www.hscni.net/index.php?link=agencies> <http://www.hscni.net/index.php?link=councils> Northern Ireland Housing Associations

<http://www.nidirect.gov.uk/index/contacts/contacts-az.htm/housing-associations-contact> Police Service of Northern Ireland

<http://www.psnipolice.uk/index.htm>

Any corporation established, or a group of individuals appointed to act together, for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character, and

(i) financed wholly or mainly by another contracting authority listed above in this section VI.3 of this notice;

(ii) subject to management supervision by another contracting authority listed above in this section VI.3 of this notice; or

(iii) more than half of the board of directors or members of which, or, in the case of a group of individuals, more than half of those individuals, are appointed by another contracting authority listed above in this section VI.3 of this notice

(iv) an association of or formed by one or more of the Contracting Authorities listed above in this section VI.3 of this notice

The National Citizen Service (NCS) <https://www.ncsyes.co.uk/contact>

Complaints during the procurement process are conducted under the Official Journal for the European Union (OJEU) in line with the Public Contracts Regulations (2015). Our processes are conducted in a fair, open and transparent manner. We are committed to developing constructive relationships with suppliers and are keen to generate maximum competition in all of our procurements to deliver best value and sustainable cost savings for the taxpayer. The outcome of the evaluation process is totally dependent on the competitive strength of the

individual bid submissions, regardless of the bidder's size or place on existing / previous arrangements. We are committed to treating all suppliers fairly and all feedback and complaints are given full and fair consideration.

If at any stage we believe that a mistake has been made by us, please be assured that we will rectify it to the extent that we can legally do so. In order to complain you must first be registered on the eSourcing tool for the relevant procurement event. All complaints must be raised via the eSourcing tool messaging facility. If you are still unsatisfied at the outcome of a procurement competition and wish to challenge it, then you should issue legal proceedings under Part 3 chapter 6 (Applications to the Court) of the Public Contracts Regulations 2015 and serve them on the Government Legal Department in accordance with the Civil Procedure Rules Part 66 (Crown Proceedings) and its associated Practice Direction. Please note

that service by email is subject to prior agreement with the Head of Litigation at the Government Legal Department Solicitor's Department and is not routinely given.

VI.4 PROCEDURES FOR APPEAL

VI.4.1.1 Body responsible for Appeal Procedures

Official Name _____		
Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.4.1.2 Body responsible for Mediation Procedures (if applicable)

Official Name _____		
Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.4.2 Lodging of Appeals

Information on deadline(s) for lodging Appeals

VI.4.3 Service from which information about the lodging of Appeals may be obtained

Official Name _____		
Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.5 DATE OF DISPATCH

Date of dispatch of this Notice 13/01/2016 GMT
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