**Sexual and Reproductive Health Community Pharmacy Service**

Southwark Council is inviting you to submit a quotation for the provision of Sexual and Reproductive Health community pharmacy services for Southwark residents. We enclose the draft terms and conditions and service specification.

**Putting together your Tender**

You will need to review the information provided by us and carry out, at your own expense, any enquiries you need to prepare and deliver your submission. The Council will not be responsible if the nature, extent or character of the services is subsequently different from that envisaged by you. If you require further information or have any queries please contact the Council as soon as possible. Any other pharmacies that have expressed interest in the service will also be provided with copies of any additional information.

**Submitting your Tender**

* Please read and respond to all of the questions included in the ProContract page (reference DN716592).
* Please do not answer questions by cross-referencing to other questions, or to other materials (e.g. website links).
* Each question (except those which are ‘yes/no’) has a word count; any words beyond the limit will not be counted in the evaluation. This is a maximum limit and you are not required to fill the word count. However, please ensure you answer the question in sufficient detail.
* Southwark Council reserves the right to request evidence of the information you have provided throughout the duration of the contract (e.g. DBS certificates). Failure to comply with this may result in termination of the contract.
* All questions are pass/fail and will be marked as such based on compliance with the service specification. Failing one or more questions will result in the bid being rejected; you will not be awarded a contract to deliver this service.
* In the event that Southwark Council receives an amount of bids that exceed the budget for this service, priority will be given to those pharmacies that fall in the areas of highest deprivation in the borough, according to the 2019 Indices of Deprivation.

Your tender should be submitted via ProContract as soon as possible and by no later than 11:30pm on Friday 19th April, 2024. Any quotations received after that date may be rejected.

**Evaluation**

All questions are pass/fail and will be marked as such based on compliance with the service specification. Failing one or more questions will result in the bid being rejected; you will not be awarded a contract to deliver this service. We will reject your tender if you act improperly, for example, by agreeing to fix your prices, agreeing that others will not tender, offering any inducement, canvassing any officers or members of the Council or committing an offence under the Prevention of Corruption Act 1889 to 1916.

**Award**

The Council is not bound to accept any tender and we may award a contract for all or part only of the services. If your quotation is accepted we will notify you in writing and a contract between us is made then and becomes binding. In addition, you will be required to execute a formal Contract.