**Reference 5012 – Repair and Maintenance of Mobile Disability Equipment – Borough wide**

**Details**

The London Borough of Bexley is looking to identify a suitably experienced service provider to undertake it’s Repair and Maintenance of Mobile Disability Equipment.

# DESCRIPTION OF SERVICE

The London Borough of Bexley supports residents with physical and sensory impairments to live independently and safely by enabling them to access good quality services quickly and appropriately. This includes the provision of mobile equipment such as bathlifts, mobile hoists, leg lifters, raise/recline chairs and beds/bed frames

The day to day use of mobile equipment is essential in supporting the service user with their independence, confidence, health, wellbeing and quality of life within their own homes. Therefore timely servicing, repair and maintenance of mobile equipment provided is paramount to meeting the needs of the service user. As a result, the maintenance of the mobile equipment is expected to be provided 365 days a year, 24 hours a day.

**Contract period**

The contract will run initially for a period of 3 years from 1st August 2019 to 31st July 2022 with 2 possible extensions of up to 12 months each. A potential contract length of 5 years.

## Contract value

The annual contract value is approximately £110k.

**Health and Safety at Work**

*In meeting the duties placed by the Health and Safety at Work etc Act 1974, and subordinate legislation, the London Borough of Bexley (LBB) has selected the pre qualification schemes that form the Safety Schemes in Procurement Forum (SSIP) as the minimum standards of Health and Safety competence required.*

*Compliance with any one of these standards, details of which are available on the SSIP website, demonstrates an understanding of health and safety law and its application in the working environment. As far as LBB is concerned the most common standards used are the Contractors*

*Health and Safety Assessment scheme (CHAS), EXOR Health and Safety and OHSAS 18001 (http://www.bsigroup.com/en-GB/ohsas-18001-occupational-health-and-safety/)*

*Only companies suitably registered (with regards to Health and Safety) by an SSIP Forum member as ‘Compliant’ (this compliance must also be ‘valid’ ie assessed within the last 2 years) shall be invited to tender, therefore any application your company may need to make to any of these bodies must be completed successfully by the date any tender is issued. The LBB will carry out a final check on registration just prior to tender invitation and companies not suitably registered at that time will not be invited to tender.*

*Providers are expected to maintain a compliant registration (with regards to Health and Safety) with an SSIP Forum member for the duration of any contract.*

*The SSIP Forum acts as an umbrella organisation to facilitate mutual recognition between health and safety pre-qualification schemes wherever it is practicable to do so.*

## How to express an interest

If you wish to apply for this contract please follow the steps below:

Register your company free of charge on the London Tenders Portal (LTP)

Await acceptance. You will receive an email confirming your username and password for the LTP.

Use your username and password to log into the LTP and express your interest in the relevant contract number and category.

Shortly after you have expressed interest, you will receive a second email containing a link to access the tender documents.

## Additional information

If you wish to apply for e-mail alerts of future opportunities, please register your company free of charge on LTP

Tick all categories you are interested in being notified about - you will only receive e-mail alerts for those categories which you select.

## Timescale

|  |  |
| --- | --- |
| Publish OJEU, SQ and supporting tender documents via the London Tenders Portal  | By 6th March 2019 |
| Closing date for Expressions of Interest and clarification questions | 12 Noon on 4 April 2019 |
|  |  |
| Closing date for Return of Completed SQs | 12 Noon on 8th April 2019 |
| Closing date for return of references | 12 noon on the 12th April 2019 |
| SQ Evaluation  | 15th April – 26th April 2019 |
| Issue of Invitation to Tender Documents | w/c 29th April 2019  |
| Return of ITT documents | 12 noon 31st May 2019 |
| Potential Clarification Interviews | w/c 17th June 2019 |
| Notification of tender outcome | w/c 17th June 2019 |
| Standstill at least 10 days from notification | Estimated 2nd July 2019 |
| Contract Award | Estimated 2nd July 2019 |
| Implementation | July 2019  |
| Contract Commencement Date  | 1st August 2019 |

The London Borough of Bexley accepts no liability whatsoever for tender submissions that are not received due to internet connectivity issues, transmission delays or errors.

If you wish to discuss any of the above please contact: procurement@bexley.gov.uk

Procurement Processing Team, The London Borough of Bexley, Civic Offices, 2 Watling Street, Bexleyheath, Kent, DA6 7AT Phone: 020 3045 5300.