

SPECIFICATION FOR THE PROVISION OF CHESHIRE ADULT COMMUNITY EQUIPMENT (GOODS AND SERVICES) FRAMEWORK

8th December 2016 – 7th December 2020. 4 years with no option to extend.

We are seeking to identify suppliers of adult community equipment to provide a service to the Cheshire Community Equipment Commissioning Partnership which comprises:

Cheshire East Borough Council – Host partner (and party named on the framework agreement)

Cheshire West and Chester Council (Leaving the partnership on 30th September 2016)

NHS Eastern Cheshire CCG

NHS South Cheshire CCG

NHS Vale Royal CCG

NHS West Cheshire CCG (Leaving the partnership on 30th September 2016) although they will be named on the OJEU notice to use it post Sept 2016 if required.

SCHEDULE A – SPECIFICATION

Specification for the provision of Cheshire Community Equipment Services Framework Agreement

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1. 0 DEFINITIONS

To be read in conjunction with those in the Equipment Framework.

Cheshire East Borough Council	referred to as 'the Council'
The Customer	Individual who has a need for community equipment
Identified Bodies	Other Local Authorities that may wish to access the framework. The Identified Bodies are Bury, Cumbria, Liverpool, 20 x London Boroughs – (City of Westminster, London Borough of Barking and Dagenham, London Borough of Barnet, London Borough of Brent, London Borough of Bromley, London Borough of Camden, London Borough of Ealing, London Borough of Hammersmith & Fulham, London Borough of Haringey, London Borough of Harrow, London Borough of Hillingdon, London Borough of Hounslow, London Borough of Islington, London Borough of Lambeth, London Borough of Lewisham, London Borough of Richmond, London Borough of Southwark, London Borough of Wandsworth, Royal Borough of Greenwich, Royal Borough of Kensington and Chelsea), Manchester, Oldham, Salford, Salford Royal Foundation Trust, Stockport, Rochdale, Trafford, Stoke and Staffordshire, Warrington, Bridgewater and Wigan Please note that no volumes are guaranteed.
Choicequip	The administrative arm of the Cheshire Community Equipment Service (CCES)
CCECP	Cheshire Community Equipment Commissioning Partnership
Premises	The premises for delivery of equipment
Nominated Cheshire Equipment Service (CES) Representative	A member of the Choicequip team
Supplier's Nominated Representative	The person named by the supplier as the Contract Manager
In stock	Equipment purchased by the CES and on supplier premises
In transit	Equipment purchased by the CES which is being delivered or collected
Slow moving	Equipment purchased by the CES which has remained on the

stock	supplier's premises for more than 4 weeks
Value for money	All equipment purchased by the CES is recyclable and delivers the outcomes for customers over the item's lifetime
Emergency Duty Team (EDT)	<p>Cheshire East Council Out of Hours Service operates 365 days per year from year 5.00pm – 08.30am (4.30pm on a Friday) and 24 hrs throughout every weekend and bank holiday Contact Number 0300 123 5022</p> <p>Cheshire West and Chester Council Out of Hours Service operates 365 days per year from year 4.30pm – 08.30am (4.00pm on a Friday) and 24hrs throughout every weekend and bank holiday Contact Number 01244 977277 (Not applicable from 30th September 2016)</p>
Licence fee	Suppliers will be required to pay a licence fee of £534.00 per year in order to access the Choicequip ICT system
Provision of all equipment specified within each Lot 1 – 8 delivery and fitting (where applicable).	
Lot 1	Beds, Mattresses and Accessories
Lot 2	Mobile Hoists and Slings
Lot 3	Standing Turners/ Seated Transfers
Lot 4	Lifting Solutions
Lot 5	Bath Lifts
Lot 6	Bathing/Toileting
Lot 7	Safer Handling Sheets
Lot 8	Emergency Provision

2.0 BACKGROUND INFORMATION

The Cheshire Community Equipment Service (CCES) partners are:

- Cheshire East Borough Council (Host partner)
- Cheshire West and Chester Council (Leaving the partnership 30th September 2016)
- NHS Eastern Cheshire CCG
- NHS South Cheshire CCG
- NHS Vale Royal CCG
- NHS West Cheshire CCG (Leaving the partnership 30th September 2016)

The membership of CCECP will change to four partners at the end of September 2016 (i.e. Cheshire East Council, Eastern Cheshire CCG, Vale Royal CCG and South Cheshire CCG), towards the end of the year, and there is potential for new organisations (named on the OJEU notice) to join the Framework.

From the end of September 2016 Cheshire West and Chester Council and West Cheshire CCG will no longer be partners. This will reduce the volume of equipment provision per LOT by around 40%. However, there is potential, for areas named on the OJEU notice, to order from the framework. No volumes can be guaranteed.

The equipment out with customers in the West at the point of exit will remain the property of the West and will pass over to their new provider. Information on the amount and type of equipment which will stay in the West will be provided in real time at the point of exit as this changes on a daily basis.

The CCES provides equipment in discharge of its statutory duties to meet the needs of individuals. Equipment is provided to adults and children when, by reason of a temporary or permanent disability or health needs, they require the provision of equipment on a temporary or permanent basis for daily independent living. This includes equipment for rehabilitation, long term care and support for formal and informal carers. It is also vital for hospital discharge, hospital admission avoidance, and nursing need. Equipment is provided to Cheshire East and West Council residents and Cheshire registered GP population. There are a small proportion of customers who live outside of Cheshire. The population of Cheshire is approximately 700,000 (taken from the 2011 National Census).

3.0 CHESHIRE COMMUNITY EQUIPMENT SERVICE (CCES) ADMINISTRATION (CHOICEQUIP)

- 3.1 Choicequip is the administrative arm of the CCES and facilitates and co-ordinates the procurement of items for both adults and children, following assessment by health and social care registered prescribers, and

identification of an equipment need. Choicequip maintains a secure web based ordering system, which will be accessed by suppliers via the internet. Choicequip also provides telephone support for customers, prescribers, suppliers, and provide robust monthly activity data.

- 3.2 An Identified Body may at its absolute discretion and from time to time during the lifetime of the Framework, order services from a supplier by entering into a contract with each and every supplier on each particular Lot in accordance with the call off contract terms and conditions and ordering procedures.
- 3.3 In such cases any references in this Specification to the Council (CCECP or Choicequip) shall mean the Identified Body.
- 3.4 The ordering procedures set out in paragraphs 4.2 and 4.3 refer to Choicequip and the Council's own bespoke electronic ordering system. It is recognised that suppliers and Identified Bodies will need to agree local mechanisms for placing orders. However, any local systems put in place must not substantially alter the basis upon which orders are called off as set out in paragraphs 4.2 and 4.3. In particular Identified Bodies will use the same value for money criteria when competing orders between suppliers.

4.0 STATEMENT OF FRAMEWORK REQUIREMENTS

- 4.1 With the exception of Lot 8 (where one supplier is sought), the Framework is not exclusive to one supplier.
- 4.2 In relation to all of the Lots, the Council and any Identified Bodies calling off orders under the Framework confer no exclusivity or volume guarantee in relation to the provision of the Services by any supplier. The Council and any Identified Bodies are at all times entitled to enter into other contracts and agreements with other suppliers (under this framework or otherwise) for the provision of any or all series which are the same as or similar to the Services.
- 4.3 **Fixed pricing for four years with the appointed Contracted suppliers**
- 4.4 Where a supplier is delivering multiple items to the same address there will only be one delivery charge.
- 4.5 The Supplier will be entitled to charge the highest price for delivery only once as per Pricing Schedule Appendix B. EG for a bed and standing turner the delivery charge would be for the bed.
- 4.6 Framework LOTs one to seven are expected to have no more than three suppliers per LOT.
- 4.7 Framework LOT eight will be awarded to a single supplier
- 4.8 Suppliers can only bid for up to three LOTs

4.9 New Equipment

From time to time the range or specification of individual items of equipment may be required to alter due to factors including, but not limited to, changes in regulatory requirements or innovation and development.

The supplier would be expected to inform Choicequip, with supporting evidence, of new or innovative products that would fall within the framework. CCECP will review the evidence at the next Commissioners' meeting and feedback to the supplier.

The Supplier will be expected to provide a warranty with all new equipment supplied, which will be minimum of 12 months or in accordance with the manufacturers' warranties whichever is the greatest.

Re-use of existing equipment is a priority over purchase of new stock.

4.10 Call Off From the Framework (LOTS 1-7)

Orders will be placed through the web based ordering system by a range of prescribers. Choicequip will allocate these in the following manner

Re-use of existing equipment is a priority over purchase of new stock, in order to ensure value for money.

Requests for equipment from LOTS 1-7 will be called off as follows:

STEP ONE: Choicequip will review CCES stock levels with each supplier via the electronic ordering system.

STEP TWO: Choicequip will Identify any supplier that has the full range of the equipment required in CCES stock available for immediate delivery. Choicequip will then order stock from that Supplier.

STEP THREE: if more than one supplier is identified as having the full range of equipment available in CCES stock Choicequip will call off an order from the supplier (in priority order listed below) who can offer best value for money, which shall mean:

- 1 Availability
- 2 Delivery timescales (See section 8)
- 3 Delivery and handover of equipment (See section 8)
- 4 Price

To determine the supplier, Choicequip will liaise with each such supplier to obtain the above information.

STEP FOUR: If no one supplier has the full range of items in CCES stock suitable for re-issue the order will be made by Choicequip based on value for money which shall mean::

- 1 Availability
- 2 Delivery timescales (See section 8)
- 3 Delivery and handover of equipment (See section 8)
- 4 Price

In some circumstances where there is no interdependency between the items. Stock may be sourced from more than one supplier prior to considering a new purchase. In these circumstances reasons for separate orders will be supplied.

The supplier with highest value re-use CCES stock (as identified above) shall be selected to fulfil the order. (EG If the Council is seeking to purchase a bed and associated equipment, the Supplier who can provide the higher value items from stock will be preferred)

STEP FIVE – In circumstances where no supplier has CCES appropriate re-use stock, identified via the electronic ordering system, a purchase may be authorised by Choicequip.

STEP SIX: if a purchase is authorised Choicequip will call off an order from a supplier based on value for money which shall mean::

- 1 Availability
- 2 Delivery timescales (See section 8)
- 3 Delivery and handover of equipment (See section 8)
- 4 Price

4.11 System for Processing Orders

After the conclusion of the Call Off process, the order will be allocated to the successful supplier and the supplier will be expected to obtain the order information through the web based system, using their own login details. The Supplier will keep the system updated until the order is complete, to enable Choicequip and prescribers to track orders online. The supplier needs to update the system immediately following any activity relating to the order to enable timely processing of invoices.

Account administrators will manage the Cheshire account and be responsible for all contacts with Choicequip.

These staff should inform Choicequip of any issues around stock, delivery, collection or repair of equipment immediately on identification of the issue, or by e-mail out of hours.

4.12 Delivery Requirements

The Supplier will deliver equipment direct to customer's home address. The Supplier will remove and dispose of packaging and assemble and demonstrate the equipment to customer/family/carers.

The Supplier will phone the customer ahead of delivery to discuss and agree a suitable day and time for delivery.

In the event of aborted delivery the supplier will inform Choicequip by CCES Electronic ordering system and re-schedule and update the system as appropriate. In the event of non-contact with the customer the supplier will telephone Choicequip immediately.

Deliveries will be made by appropriately trained drivers/technicians employed or sub-contracted by the supplier. These employees should carry an identity badge (verifiable by the customer) bearing a recognisable photograph of the holder and giving a contact telephone number for the customer to confirm the employee's identity.

4.13 Collection of Equipment Requirements

Deliveries of equipment are always a priority over collections. However, suppliers will be expected to make collections in a timely and efficient way to facilitate re-use of stock.

The collection charge detailed in the LOTS (1-7) includes:

- Collection
- Decontamination as per MHRA guidelines
- Maintenance
- Update annual service records
- Storage of stock in a secure and appropriate environment/location.

4.14 Servicing of Equipment as detailed in LOTS 1-7 (see Appendix A, pg 27 of this document)

This includes:

- Identification and tracking of each individual piece of equipment e.g. by model and serial number/bar code
- Provision of accurate electronic service log and evidence of equipment movement per item to Choicequip on request
- The Supplier shall ensure that all documentation is kept secure for audit/monitoring purposes relating to handover reports, certificates, test schedules and warranty certificates. This information must also be kept electronically.
- Servicing as agreed with Choicequip, in consideration of manufacturers' recommendations in situ (in the individual's own home) including PAT testing
- Testing as per Lifting Operations and Lifting Equipment Regulations 1998 (LOLER).

Repairs of equipment provided as per LOTs 1-7

- Provision of accurate electronic repair log (equipment identified e.g. by model and serial number/bar code)
- Repairs in situ (in the individual's own home) or out of office hours
- Urgent repairs (profiling beds, air mattresses and mobile hoists)
- Identification of equipment beyond economic repair.

4.15 Supplier Availability

The Choicequip team operates Monday to Thursday 8.30 am – 4.30 pm and Friday 8.30 am – 4.00 pm, excluding bank holidays. Suppliers will be expected to cover these opening times, as a minimum. (LOTS 1-7)

Short term rental - The Emergency Service operates weekdays from 4pm to 8pm Weekends (deliveries up to Midnight), and Bank Holidays 8.00 am to 8.00 pm (deliveries up to Midnight), from closure to re-opening of the Choicequip office (LOT 8)

Out of hours emergency repairs - The Emergency Service operates weekdays from 4.00 pm to Midnight Weekends, and Bank Holidays 8.00 am to Midnight, from closure to re-opening of the Choicequip office (LOT 8)

4.16 Supplier Quality, Performance and Development

The Supplier shall aim towards continued performance improvements and developments in order to achieve better use of resources and provide a more efficient, sensitive and customer oriented service.

The Supplier will be expected to liaise closely with Choicequip and commissioning representatives from the funding partners, to develop and suggest ways to improve their service, for the benefit of the Customers, Commissioners and Prescribers.

The Supplier shall work with the CCES to develop quality management systems for continuous service improvement including customer's experience, response times, cost effectiveness, risk management and work force development.

The Supplier shall bring to the attention of the Choicequip any new and better equipment available in the market or other improvements which shall benefit efficient delivery of the service.

The Supplier shall meet periodically with officers of the CCES and groups set up to support the CCES development/performance management to report on the supplier performance and to plan future developments based on performance monitoring information.

The Supplier will be required to provide a monthly log of performance activity electronically, as specified by the CCECP.

5.0 COMMUNICATION

5.1 The Supplier shall maintain effective communication with Choicequip through the following channels:

- The CCES electronic ordering system
- Telephone communication
- Electronic communication
- Scheduled framework monitoring meetings (to be held quarterly as a minimum)
- Site meetings

5.2 Ordering from the Framework shall be conducted by Choicequip using the secure CCES web based ordering system. Suppliers need to be fully conversant with the Choicequip ordering system and proficient in its usage. Initial training and user manuals will be provided to successful bidders.

5.3 The Supplier shall provide all documentation relating to the performance of the Framework by secure email to an address nominated by Choicequip.

5.4 The Supplier shall provide Choicequip with a named contact as the Contract Manager.

5.5 The Supplier shall provide the customer with documentation which includes but is not limited to:

- emergency contact details used in the event of urgent situations (i.e. out of hours numbers),
- where to return equipment
- user instructions
- terms of loan

6.0 HEALTH AND SAFETY (See Appendix A – pg 27 of this document)

6.1 The Supplier shall comply with the requirements of the Health and Safety at Work Act 1974 and other relevant legislation in relation to its employees, sub-Suppliers, the customers, or any other individual who may be affected by the work.

6.2 The Supplier shall comply with any statutory duties and obligations as required by other relevant health and safety legislation.

6.3 The Supplier shall operate a Health and Safety Policy which complies with all statutory requirements.

- 6.4** The Supplier shall provide a safe working environment to carry out the work in occupied premises and provide all necessary equipment to ensure the health and safety of its employees, sub-Suppliers, the customers or any other individual who may be affected by the work. Equipment provided shall be fit for purpose, being suitable for the purpose for which it is to be used, of good quality and free from damage.
- 6.5** In the event of any non-compliance with Health and Safety legislation, regulations, guidance and/or codes of practice, Choicequip may issue instructions to remedy the non-compliance. The Supplier shall undertake any remedial action at its own cost.

7.0 EQUIPMENT

- 7.1** The Supplier shall supply equipment, refurbish and store existing stock equipment as instructed by Choicequip, so that is fit for purpose and in good repair, which is compliant with the Regulations / British Standards set out for each specific piece of equipment where relevant.
- 7.2** Each LOT has a separate product specification (Appendix B, pg 27 of this document), Each supplier can bid for a maximum of three LOTs.
- 7.3** The Supplier must be able to supply all of the equipment or services specified for each LOT for which they are bidding.
- 7.4** The Supplier's tendered price shall include the supply, set up and demonstration of all equipment and parts. (LOTs 1 – 8)
- 7.5** The Supplier shall notify Choicequip should any equipment identified within the Supplier's Tender become unavailable or subject to unavoidable specification changes, and agree changes with Choicequip. All replacements must be to an equivalent or superior standard at no extra charge.
- 7.6** The Supplier shall ensure that sufficient equipment and parts are available to be able to fulfil the CCES's requirements under this Framework, including ensuring that arrangements are made for the continued timely supply of equipment and / or parts that are known to have extended delivery periods from the Supplier's supplier.

8.0 DELIVERY AND HANDOVER OF EQUIPMENT

- 8.1** Once the Supplier has accepted the order the supplier will become responsible for fulfilling the requirements of that order.
- 8.2** The Supplier will phone the customers or carers and assessor ahead of delivery to discuss and agree a suitable day and time for delivery. Telephone contact to customers will be made between 8 am – 5 pm, to avoid undue early

morning or late evening calls. If contact cannot be made within two weeks supplier to contact Commissioning Authority.

- 8.3** The Supplier will supply, set up, install (including fully charged batteries) and demonstrate all equipment and parts. (LOTs 1 – 8)
- 8.4** In the event of aborted delivery the supplier will inform Choicequip by CCES Electronic ordering system and re-schedule and update the system as appropriate. In the event of non-contact with the customer the supplier will telephone Choicequip immediately with follow up e-mail/IT system.
- 8.5** All standard charge deliveries shall be completed in the same day, next day or 1(one) to 3 (three) working days of the order acceptance date by the supplier, as specified by Choicequip.
- 8.6** Same day deliveries. For same day delivery the supplier will receive the order by 10am.
- 8.7** All work shall be performed in accordance with the Order and/or any agreed variations and in accordance with manufacturers' recommendations.
- 8.8** The Supplier shall demonstrate and ensure that all relevant legislation, regulations, guidance and codes of practice are suitably communicated to its employees and/or sub-Suppliers.
- 8.9** The Supplier shall ensure that materials, parts and fittings conform to all relevant standards and codes of practice.
- 8.10** Prior to the commencement of the work, the Supplier shall ensure that the correct product, complete with usage and maintenance information and any relevant accessories or parts has been supplied, and shall ensure that the equipment has been delivered in good condition and in working order.
- 8.11** The Supplier shall be responsible for the correct disposal of any debris and unused materials arising as a result of the work.
- 8.12** The Supplier shall make good any damage to property or other items disturbed as a result of the work. Choicequip is not liable for incurred expenses.
- 8.13** The Supplier shall allow for keeping roadways, parking areas and pedestrian access open at all times and clear of any obstructions.
- 8.14** The Supplier shall ensure that any property, furnishings and / or personal possessions that are moved in the execution of the work are returned to their original position in agreement with the Customer.

- 8.15** The Supplier shall undertake rigorous testing of the equipment and accessories in situ, in accordance with the manufacturer's instructions and all appropriate legislation and regulations.
- 8.16** The Supplier shall clearly label all equipment by placing a sticker on the equipment chassis / frame indicating the installation date, warranty expiry date, contact details for breakdowns and repairs, and should be large enough to record all service dates.
- 8.17** The supplier should be prepared for any legal requirement to barcode equipment.

9.0 HANDOVER OF EQUIPMENT

- 9.1** At the completion of the delivery, the Supplier shall perform a handover to the customer and/or any carers which shall include, providing a demonstration and written instructions for the safe use of any equipment, taking all reasonable steps to ensure that the customer/carers understands its operation and obtaining signed proof of delivery.
- 9.2** The written documentation provided to the customers/carers shall include:
- a checklist / instructions for safe use;
 - terms of loan
 - limitation(s) of the equipment's use;
 - how to use any controls;
 - how to recognise when the equipment is not working properly and what to do;
 - contact details for servicing and maintenance;
 - method of cleaning and disinfection; and
 - instructions on how to isolate the supply in case of an emergency.
- 9.3** Written instruction must be precise and clear and must be made available in different formats for people with communication needs. The Supplier shall ensure that a record is kept of any demonstration and handover instruction.
- 9.4** The Supplier shall ensure that all documentation is kept secure for audit/monitoring purposes relating to handover reports, certificates, test schedules and warranty certificates.

10.0 COLLECTION OF EQUIPMENT

- 10.1** The Supplier shall remove equipment from a customer's residence within 5 (five) working days of receipt of any such request (LOTs 1-7).
- 10.2** The supplier is responsible for arranging the collection of equipment.

- 10.3 The supplier is also responsible for damaged equipment as a result of a delayed collection and they will be required to reimburse the commissioning authorities.
- 10.4 In some instances urgent removal of equipment (LOTs 1-7) may be required and the Supplier shall undertake the removal of such equipment within 24 hours. If the Supplier is unable to meet the requirement for emergency removal in a specific instance they must inform Choicequip immediately. The Council reserves the right to make such alternative arrangements as are necessary, and to charge to the Supplier the cost of both those arrangements and the Council's attributable administrative time.
- 10.5 Collection of emergency equipment (LOT 8) to be within one working day of receipt of collection request.
- 10.6 The Supplier may be required to collect existing Cheshire stock of similar type either direct from a customer's home or from another site. The allocation of such stock, both in warranty and out of warranty, will be allocated amongst the contracted suppliers based on:
- 1 Availability
 - 2 Collection timescales (See section 10)
 - 3 Price
- 10.7 LOT 8 only. Notification by Commissioning Authority of collection of rental equipment denotes the stoppage of payments.

11.0 KEY PERFORMANCE INDICATORS FOR EQUIPMENT

- 11.1 These are the key performance indicators against which suppliers will be measured. This information will be taken from the CCES electronic ordering system.

LOTs 1-7

- a. All standard charge deliveries shall be completed in the same day, next day or 1(one) to 3 (three) working days of the order acceptance date by the supplier, as specified by Choicequip. For same day delivery the supplier will receive the order by 10am. (LOTs 1-7).
- b. All deliveries require to be closed off on CCES electronic ordering system within 5 working days once delivery has been completed.
- c. Non-emergency repairs within office hours via Choicequip. Supplier to contact customer same day to discuss the problem and if necessary make an appointment to carry out repair.
- d. Emergency repairs to profiling beds, air mattresses and mobile hoists– same day (Monday to Friday) if requested between 8.30am and 4pm.(LOT 1 – 7)

- e. The Supplier shall remove equipment from a customer's residence within **5 (five) working days** of receipt of any such request.
- f. In some instances urgent removal of equipment may be required and the Supplier shall undertake the removal of such equipment within **24 hours**
- g. Provision of a monthly electronic log of regular maintenance, repairs and servicing (incl. LOLER), as specified by the CCECP.
- h. The Supplier shall start to make contact with the customer four weeks prior to the end of the warranty period/service/LOLER expiry date to arrange visit.
- i. Stock Movement Report to reflect all outstanding equipment warranties on request.
- j. Completed monthly Maintained Equipment Review forms (provided by Choicequip)
- k. Assets report to be provided within three to five working days upon request by Choicequip

LOT 8

- l. Short Term Rental Service – (4 hour response) operates weekdays from 4pm to 8pm Weekends (deliveries up to Midnight), and Bank Holidays 8am to 8pm (deliveries up to Midnight), from closure to re-opening of the Choicequip office.
- m. Collection of emergency equipment (LOT 8) to be within one working day of receipt of collection request
- n. Emergency repairs out of office hours via Emergency Duty Team operates weekdays from 4pm to Midnight Weekends, and Bank Holidays 8am to Midnight, from closure to re-opening of the Choicequip office
- o. All deliveries require to be closed off on CCES electronic ordering system within 5 working days once delivery has been completed.
- p. Provision of a monthly electronic log of activity, as specified by the CCECP.

11.2 In the event that an Identified Body calls off services under a Framework LOT, the Identified Body shall set the Key Performance Indicators to be applied to that call off contract provided always that the Key Performance Indicators selected shall reflect and be no more onerous than the range of indicators measured under the Framework.

12.0 REFURBISHMENT OF EQUIPMENT (LOTS 1-7)

12.1 Where equipment is of suitable condition to re-use, the Supplier shall refurbish the equipment so that it is in good condition to install at other premises as and when required.

- 12.2** All equipment, parts and accessories should be examined and tested thoroughly to check for deformation, defects, wear and tear, and remedial action taken to ensure the equipment is fit for purpose. No modifications should be undertaken which will compromise the integrity of the equipment
- 12.3** Any pre-used parts used in the refurbishment of equipment shall be subjected to a fully documented risk assessment by the Supplier before use, taking account of its length of time in service, age, service history, and maintenance and repair history.
- 12.4** Before re-use of any equipment that has been refurbished, the Supplier shall undertake rigorous testing in accordance with Section 17 (Breakdowns and Service Repairs).
- 12.5** The Supplier shall maintain an electronic record of the refurbishment history of CCES equipment, including a record of any reconditioning work carried out, a record of any replacement parts, together with the maintenance and servicing history, fault log and record of usage of all component parts.
- 12.6** The Supplier shall assess the detail and costs of any proposed refurbishment required to equipment and shall provide this information electronically. Refurbishment of equipment must be considered in line with the cost of repair. Authorisation for items that may be considered beyond economic repair should be sought from Choicequip.
- 12.7** The Supplier will be required to refurbish existing equipment that has been returned into Cheshire stock of similar type following a request to them for collection

13.0 WARRANTIES

- 13.1** All new equipment supplied shall have a minimum of 12 months manufacturer's warranty from the date of issue by the Supplier. This warranty shall cover, at no cost to the Service, any repairs and parts or replacement equipment to be provided as a consequence of the equipment becoming faulty or not fit for purpose where that equipment has not been misused or neglected by the customer of that equipment. The Suppliers shall notify Choicequip of any materials or parts that are guaranteed for a period in excess of **1 (one)** year.
- 13.2** Re-used equipment outside of the manufacturer's warranty shall have a minimum of 6 months warranty. This warranty shall cover, at no cost to the Service, any repairs and parts or replacement equipment to be provided as a consequence of the equipment becoming faulty or not fit for purpose where that equipment has not been misused or neglected by the customer of that equipment.

- 13.3** Upon completion of a delivery of equipment, whether it is new equipment or refurbished equipment, the Supplier shall securely keep all certificates of warranty electronically for audit/monitoring purposes by Choicequip, clearly stating the serial number, commencement date, expiry date, and the address of the premises at which the equipment is installed.
- 13.4** All warranties shall, as a minimum, cover:
- Parts
 - Materials
 - Labour i.e. servicing
 - Technical Advice
- 13.5** Throughout the warranty period, the Supplier shall perform all duties under Sections 16 (Planned Servicing, Inspection and Testing of Equipment) and 17 (Breakdowns and Service Repairs) free of any additional charge.
- 13.6** Supplier shall ensure that replacement materials and parts arising under the warranty are compatible with the existing, and match existing finishes. Where materials and parts have been superseded, the Supplier shall take all remedial action necessary to ensure compatibility of the replacement materials and parts.
- 13.7** All warranties shall survive emergency repairs by Emergency Provision supplier. (LOT 8)
- 13.8** All warranties shall survive the expiry or earlier termination of this Framework.
- 13.9** For all Equipment that is removed and placed in storage by the Supplier, any remaining warranty shall be suspended until such time as the Equipment is installed in an alternative premises, but not exceeding 6 (six) months. In the event that the Equipment remains in storage for a period in excess of 6 (six) months, the warranty will decrement as usual. The warranty will recommence upon installation, and the effective duration of the warranty shall be 1 (one) year, notwithstanding the provision in 13.10 below.
- 13.10** In the event that refurbished Equipment is installed at a subsequent premises and the original warranty period has expired or there is less than 6 (six) months until the expiry of the original warranty, the Supplier shall ensure that the warranty is for at least a 6 (six) month term, regardless of whether this survives the expiry of the original warranty.
- 13.11** In the event that the Supplier does not carry out its obligations under Sections 16 (Planned Servicing, Inspection and Testing of Equipment) and 17 (Breakdowns and Service Repairs) during a warranty period, the Choicequip reserves the right to extend the warranty period and any requirements for servicing, inspection, testing, breakdown or repair will be provided at no

additional cost to Choicequip until such time that the obligations have been performed.

14.0 STORAGE OF EQUIPMENT (Including cleaning and decontamination)

- 14.1** The Supplier shall provide adequate and appropriate secure storage facilities for new and refurbished equipment, parts and spares required under this Framework.
- 14.2** The Supplier shall put measures in place to be able to identify equipment, parts and spares being stored under this Framework, including a suitable stock referencing system, labelling of equipment, parts and spares, and an up to date electronic inventory of equipment, either in storage or in use by the Customer, parts and spares. Any system used will be compatible with the CCES Electronic ordering system
- 14.3** The Supplier shall ensure that all refurbished equipment, parts and spares held in storage facilities carries with it details of its reconditioning history and any unexpired warranty at the time of its collection.
- 14.4** Choicequip reserves the right to give the Supplier 24 hours' notice of their intention to inspect the equipment, parts and spares in storage between 8.30am and 5.30pm Monday to Friday.
- 14.5** The Supplier shall decontaminate and clean, according to MHRA guidelines, used equipment to ensure that it is fit for re-use by another customer.
- 14.6** The Supplier shall clean items of equipment within 5 Working Days after the date that the collection was made.
- 14.7** The Supplier shall document all cleaning and decontamination procedures and shall retain all records electronically for inspection by the CCES.
- 14.8** The supplier will be required to have contents insurance with a reputable provider to provide a sufficient level of cover to cover replacement of equipment stored on the supplier's premises.

15.0 DECOMMISSIONING OF EQUIPMENT

- 15.1** Where applicable, the Supplier shall refurbish stock agreed with Choicequip. The Supplier shall remove and retain for future use any equipment and / or parts that are fit for purpose, and maintain electronic records of its maintenance, service and usage history.
- 15.2** Where equipment collected is unsuitable for re-issue then the Supplier shall safely dispose of the same and shall ensure that this data is reflected in the subsequent electronic management reports.

- 15.3** Factors that the Supplier shall consider when assessing whether equipment and / or parts should be decommissioned include its condition, reliability, and technical obsolescence, assessment of economic repair, availability of correct replacement parts and availability of specialist repair knowledge. Equipment above £50.00 in value shall not be written off/scrapped by the Supplier without the written authorisation of Choicequip.
- 15.4** Any decommissioned equipment shall be recorded on the Equipment Inventory, together with the date of decommissioning, but not removed from the Inventory.
- 15.5** The Supplier shall ensure that any equipment awaiting evaluation for scrapping or refurbishment shall be stored in good order in a separate secure area.
- 15.6** The Supplier shall dispose of any equipment and/or parts in accordance with current waste regulations applicable to the equipment or parts concerned, and shall ensure that the equipment is unusable to prevent unauthorised use and potential hazards by known or unknown persons at no cost to CCES.

16.0 PLANNED SERVICING, INSPECTION AND TESTING OF EQUIPMENT

Servicing of Equipment as detailed in the LOTS 1-7.

This includes but is not restricted to:

- Provision of accurate electronic service log and evidence of equipment movement to Choicequip on request.
 - Annual service in situ including PAT testing
 - Testing in situ as per Lifting Operations and Lifting Equipment Regulations 1998 (LOLER).
- 16.1** For the avoidance of doubt, any work for the planned servicing, inspection and testing of equipment performed within any the warranty period shall be carried out at no additional cost to Choicequip or the Customer.
- 16.2** The Supplier shall undertake annual service visits as part of a planned preventative maintenance programme.
- 16.3** The planned preventative maintenance programme is the responsibility of the supplier.
- 16.4** The Supplier shall start to make contact with the Customer four weeks prior to the end of the warranty period/service/LOLER expiry date to arrange visit.
- 16.5** The Supplier will contact Choicequip immediately if contact is not made with the Customer two weeks before the expiry of the warranty period/service/LOLER expiry date.

- 16.6** The Supplier shall undertake inspections in accordance to the equipment specification.
- 16.7** Where there is more than one piece of equipment at premises that requires servicing, within or close to its service schedule, the Supplier shall align the servicing to avoid repeat visits.
- 16.8** Servicing, inspection and testing shall include, but is not limited to:
- Inspection of each element of the equipment, including all accessories
 - Load testing of the equipment
 - Performance tests
 - Inspection for damage, deformation, defects or wear and tear, howsoever caused; and
 - Checks that the equipment is properly assembled.
- 16.9** Where damage, deformation, defects or wear and tear are identified as a result of a service/LOLER, the Supplier shall provide Choicequip with a written report detailing the recommended action(s). The Supplier shall agree any course of action with Choicequip prior to undertaking any major repairs.
- 16.10** The Supplier shall provide Choicequip with an electronic copy of the service, inspection and testing report for all visits made during each calendar month, within five working days of the following month, together with one itemised invoice.
- 16.11** The Supplier shall provide completed monthly Maintained Equipment Review forms.
- 16.12** The Supplier may be asked to service equipment that is currently in use by customers in the community that was provided by another supplier prior to the start of this Framework Agreement (10.7)
- 16.13** At the commencement of the Framework Choicequip will provide the Supplier with an initial service schedule which consists of items of equipment from ex Framework suppliers which are not under warranty.
- 16.14** The Contractor shall undertake thorough inspections of the equipment at 12 (twelve) monthly intervals. Where LOLER is a requirement the first thorough inspection shall be carried out no later than **6 (six) months** after the date of the equipment being added to the Council's servicing schedule. Thorough inspections of equipment shall continue beyond any warranty period until further notice by the Council.
- 16.15** Where there is more than one piece of equipment at a property that requires servicing, within or close to its service schedule, the

supplier shall align the servicing to avoid repeat visits.

17.0 BREAKDOWNS AND SERVICE REPAIRS

- 17.1** For the avoidance of doubt, any work for breakdowns and service repairs performed within the warranty period shall be carried out at no additional cost.
- 17.2** In the event that the Supplier does not respond to a request to attend the customer's residence, Choicequip reserves the right to appoint an alternative suitably qualified company to undertake the urgent remedial action, the cost of which will be recharged to the Supplier. Any work performed as a result of this call-out will not invalidate any warranty.
- 17.3** The Supplier shall ensure that any replacement parts are compatible with existing equipment and match as near as possible the item removed, allowing for obsolete parts to be brought up to current standards. The Supplier shall substantiate such replacements where a precise match is no longer available, either in material or colour.
- 17.4** The Supplier shall notify Choicequip immediately electronically and as part of the monthly reporting of the outcome of any Call-Outs and Work performed under the Warranty. The Supplier shall provide Choicequip with an electronic report detailing the information below, for all repairs made during each calendar month, within five working days of the following month, together with one itemised invoice:
- 17.5** The Supplier may be required to repair and maintain equipment that is in use by customers in the community prior to the start of this Framework Agreement and which comes out of warranty during the lifetime of the Framework Agreement.
- Name and address of the customer
 - Source of initial report of breakdown or request for repair, including date and time
 - Date and time of response, including duration of attendance at the premises;
 - Findings;
 - Description of remedial action taken;
 - Serial number/bar code and model of equipment repaired;
 - Details of all replacement parts, including history of any re-used parts;
 - Description of follow-up work required and / or other observations;
 - Confirmation of whether the Work were carried out under warranty;
 - Engineer's name and signature
 - Customer's name and signature of appropriate representative.

18.0 CUSTOMER CARE AND SITE CONDUCT

- 18.1** The Supplier shall pre-book appointments with the customers.
- 18.2** All employees and/or sub-contractors must provide photographic identification clearly identifying the Company name and contact details to the Customer before entering any Premises to undertake work.
- 18.3** The Supplier shall ensure that employees and/or sub-Suppliers engaged in the Work act in a courteous manner and with dignity and respect towards the Customer at all times to promote a high quality image and service delivery.
- 18.4** The Supplier shall ensure its employees and/or sub-Suppliers are of smart appearance with appropriate clean protective work wear.
- 18.5** Smoking is strictly prohibited within the customer's residence and its curtilage.
- 18.6** The Supplier shall ensure that all employees and/or sub-Suppliers are not engaged in the Work whilst under the influence of alcohol and/or drugs, with the exception of medication prescribed by a registered General Practitioner which would not adversely affect their ability to perform the duties under this Framework.
- 18.7** The use of radios or other audio equipment by the supplier/ or sub-supplier within the customer's residence and its curtilage is strictly prohibited. Mobile phones to be used only if it is directly related to the customer, to whom you are providing a service. Photography of equipment must only take place with the customer's or representative's consent.
- 18.8** The Supplier shall ensure that the Customer has access to suitable toilet and washing facilities throughout the duration of the performance of the Work.

19.0 DAMAGE TO PREMISES AND PERSONAL EFFECTS

- 19.1** The Supplier shall make timely arrangements to remedy any damage caused by the supplier to the Customer's residence and/or personal effects, howsoever caused. The Supplier shall inform Choicequip within 24 hours of its occurrence, the proposed remedial action, and the agreed timescale for its remedy. The Supplier will be liable for any incurred costs.

20.0 COMPETENCY, QUALIFICATIONS AND TRAINING

- 20.1** The Supplier shall only employ suitably qualified and/or experienced personnel and / or sub-Suppliers throughout the duration of the Framework who are competent to carry out the Tasks

- 20.2** The Supplier shall ensure its employees and/or sub-Suppliers are suitably trained and competent to carry out the work and duties required in this Framework Specification, and further should be able to demonstrate to Commissioners that such training is regularly reviewed and is responsive to any changes in legislation, regulations, code of practice and associated guidance. The Supplier shall provide evidence to Choicequip on request.
- 20.3** The Supplier shall ensure its employees receive specific training on all products and equipment that are delivered and maintained under this Framework.
- 20.4** The Supplier must have suitable systems in place to supervise the work of its employees and to ensure that training history and records are up to date.

21.0 SAFEGUARDING

- 21.1** Choicequip considers that the Framework will be carried out in an environment in which it is necessary that some or all individuals carrying out the Framework will be required to be subject to Disclosure and Barring Service checks at the expense of the Supplier prior to the employees and/or sub-contractors entering any of the Customers' premises. The Supplier shall ensure that relevant checks have been conducted and appropriate action taken to minimise risk to the Customer and any other vulnerable person that the Supplier and its employees come into contact with as a result of this Framework. Choicequip reserves the right to inspect the records of all relevant employees prior to work commencing.
- 21.2** **Without limitation to 21.1**, all delivery staff, engineers, sales representatives and anyone else representing the supplier in the customer's home should have a current Enhanced DBS certificate. Suppliers should maintain an up to date record of all staff holding enhanced DBS checks, and make this available to the Commissioners when requested.
- 21.3** The Supplier shall ensure that all staff have a basic level of safeguarding awareness, and shall put systems in place to ensure that any concerns about the health, safety, welfare or safeguarding of the Customer and/or any individual are acted upon in accordance with relevant safeguarding legislation, policies and practices (please see attached links to relevant local documentation).
- 21.4** The restriction in 26.6 below shall not prevent the Supplier from disclosing to Choicequip confidential information about the Customer and/or other individual where this is in the best interests of the individual concerned or such disclosure is necessary so as to protect the health, safety, welfare or to ensure the safeguarding of the individual.

22.0 INVOICING AND PAYMENTS

- 22.1** The Supplier shall submit invoices for payment for orders completed in a timeframe as agreed with Choicequip. Invoices must comply with the requirements of HM Revenue and Customs for the purposes of Value Added Tax.
- 22.2** The Supplier shall clearly display the Choicequip Purchase Order Number on each invoice.
- 22.3** The Supplier must complete the order on the electronic ordering system prior to invoicing Choicequip for each order completed.

23.0 CANCELLATION OF WORK / ORDERS

- 23.1** Choicequip reserves the right to cancel an order at any time prior to delivery without incurring any cost to the CCES.
- 23.2** Once the Supplier has accepted the order the supplier will become responsible for fulfilling the requirements of that order.
- 23.3** In the event that the Commissioning Authority accepts a cancellation of an order by the Supplier, the Supplier will be liable for any costs incurred by the Commissioning Authority as a consequence of the cancellation, including any overt additional costs which may be incurred as a consequence of the Commissioning Authority having to appoint an alternative Supplier

24.0 MEETINGS

- 24.1** The Supplier shall make available sufficient personnel to include the nominated Contract Manager, plus sufficient named admin for coverage of sickness and holidays, to attend all meetings.
- 24.2** The Supplier shall make available appropriate Personnel, to include the nominated Contract Manager, to attend Framework Monitoring Meetings to be held on a regular basis at no charge to the Commissioning Authorities.
- 24.3** The Supplier shall make available appropriate Personnel and own equipment to attend joint visits to customers own homes for equipment assessments at no charge to Choicequip. The Supplier will be expected to supply this service without prejudice to whether a quote is sought or an order is placed.
- 24.4** In the event that an Identified Body calls off services under a Framework LOT, the Identified Body shall set the level and frequency of the contract monitoring meetings.

25.0 COMPLAINTS AND COMPLIMENTS

- 25.1** The Supplier shall operate a Complaints and Compliments Procedure which shall be agreed with Choicequip.

- 25.2** The Supplier shall direct the customer to Choicequip in the case of complaints or compliments.
- 25.3** Choicequip will instruct the supplier to carry out an investigation into a complaint.
- 25.4** In the event of an unresolved complaint following the Supplier's investigation, Choicequip reserves the right to direct the Supplier to take reasonable remedial action to resolve the complaint.
- 25.5** All complaints and compliments will form part of contract monitoring.

26.0 DATA PROTECTION AND CONFIDENTIALITY

- 26.1** The Supplier shall comply with the requirements of the Data Protection Act 1998 in so far as they apply to the services and/or otherwise as part of the Framework.
- 26.2** All records access, retention, and management must comply with the requirements of the Data Protection Act 1998/2003. The Supplier must have appropriate technical and organisational measures in place to prevent unauthorised or unlawful processing of personal information and to prevent accidental loss, destruction or damage to any personal information they hold or process. This applies to both manual and computerised records and includes having robust back-up arrangements for data and secure storage for records.
- 26.3** The Supplier will be the data controller for the Customer data relating to specific commissioned services, with only anonymised data flowing / made available to the Council.
- 26.4** The Council will not have access to personal confidential data (PCD) and it will now flow without explicit consent from the Customer. Any personal data obtained about the Customers shall be stored securely and only used for the purposes for which it was given. Personal data is construed to be any data that can identify a person.
- 26.5** The Supplier shall ensure that confidential or sensitive data stored electronically is stored securely with suitable access controls in place.
- 26.6** The Supplier shall only retain personal data about the Customers as long as reasonably necessary and shall dispose of personal data securely.
- 26.5** The Supplier shall provide Choicequip with an electronic copy of the personal data held about the Customers upon request.
- 26.7** The Supplier shall ensure that employees and/or sub-contractors only use confidential information for the purposes for which it was obtained, and do not

disclose confidential information without the prior written consent of Choicequip and / or the Customer. Notwithstanding the obligations of confidentiality, the supplier should ensure that any disclosure necessary to protect the health, safety, welfare or to ensure the safeguarding of the individual is made in line with agreed procedures.

27.0 FREEDOM OF INFORMATION

- 27.1** The Contractor shall provide the Council with any information requested under the Freedom of Information Act 2000 / Environmental Information Regulations within 10 (ten) working days of the request. Information can be in any format and include electronic documents, handwritten notes, typewritten documents, videos, photographs, emails and diaries. This list is not exhaustive

APPENDIX A

STATEMENT OF QUALITY REQUIREMENTS FOR LOTS

Regulations and Standards

All products, services, parts and accessories supplied against these LOTS shall comply with all relevant legislation, European Standards, British Standards and including the following where relevant:

- Lifting Operations and Lifting Equipment Regulations (LOLER) 1998 – 5 December 1998. Follow prescribed intervals stated in Health and Safety Commission's Approved Code of Practice and Guidance. A load test that equals the maximum rated load of the lifting equipment is applied
- LOLER recommendations shall meet with the requirements of the HSC's approved code of practice and guidance for LOLER (ISBN 9780-7176-1628-2)
- Health and Safety No. 2306 – The provision and Use of Work Equipment Regulations 1998 (PUWER) – 5 December 1998.
- Hoists for the transfer of disabled persons – requirements and test methods – The European Standard BSENISO 10535: 2006 has the status of a British Standard
- ISBN 9780 7176 1628 2. HSC Safe use of lifting equipment
- Manual Handling Operations Regulations 1992 (amended)
- Management of Health and Safety Regulations 1999,

APPENDIX B:

SERVICES AND EQUIPMENT TO BE SUPPLIED AND FITTED

LOT 1- PROFILING BED AND BED ACCESSORIES

Standard profiling bed to include pair of rails (4 section)
Low profiling bed to include pair of rails (4 section)
Short profiling bed (4 section) without extension to include pair of rails
Floor bed profiling
Bariatric profiling bed standard width (4 section) to include pair of rails 100cm
Bariatric profiling bed (4 section) extra wide to 39 stone to include pair of rails 120cm
Bed leg extensions
Bed rail $\frac{3}{4}$ or full length (pair)
Bumpers
Extended bumpers
Bed extension foam insert
High risk foam mattress for standard width bed
High risk foam mattress for bariatric profiling bed 100cm width
High risk foam mattress for bariatric profiling bed 120cm width
High Risk foam mattress for short profiling bed
Air mattress (full replacement) standard width including pump for standard width bed
*Air overlay mattress standard width including pump for standard width bed
Underlay mattress standard width
Bed lever to fit make of bed
Mattress variator
Grab handle for mattress variator
Knee break for mattress variator
Crash mat
Pillow lifter with mattress
Patient specific slide sheet flat
Patient specific slide sheet tubular

* These are currently in this LOT but will be phased out over time and replaced by full replacement mattresses.

All beds and bed accessories must meet recognised current British Standard regulations regarding dimensions

Product Specification	
Standard profiling bed	4 section electronic profiling action Bed frame length and width within 101cm x 225cm Height adjustable within 30cm – 79cm (mattress platform) Safe working load of 185kg/29 stone Frame type – metal/wood
Low profiling bed	4 section electronic profiling action Bed frame length and width within 101cm x 225cm Height adjustable within 19cm – 62cm (mattress platform) Safe working load of 185kg/29 stone Frame type – metal/wood
Short profiling bed	4 section electronic profiling action Bed frame length and width within 101cm x 196cm Height adjustable within 30cm-79cm (mattress platform) Safe working load of 185kg/29 stone Frame type – metal/wood
Floor bed	4 section profiling bed Height adjustable from 7.1cm to 64cm Safe working load of 27st/170kg High risk foam mattress
Bariatric profiling bed	4 section electronic profiling action Bed frame within 100cm, 120cm width x 225cm length Height adjustable within 35cm – 82cm (mattress platform) Safe working load to 250.5kg/39 stone Frame type – metal/wood
Bed Rails	To comply with new BS 2013 ¾ and full length to comply with current regulations - Pair
Bed Bumpers	Must comply with new BS 2013 and be full length to cover rails - Pair
Bed accessories	To match the profiling bed type include bed lever, bed extension, high risk mattress extension and high risk foam inserts
High Risk Mattress	Very high density foam construction, waterproof cover with welded seams Mattress height 15cm - width 90cm
High Risk Mattress - Bariatric	Very high density foam construction, waterproof cover with welded seams Mattress height 15cm - width 90/100,120cm – to 190kg 30 stone
High Risk Mattress - Short	Very high density foam construction, waterproof cover with welded seams Mattress height 15cm - width 90cm
Underlay mattress	Med/high density foam construction, waterproof cover with welded seams

	Mattress height 10cm - Width 90cm
Pressure Care mattress (full air replacement)	Dynamic construction supplied with electric control box and pump, waterproof cover with welded seams – width 90cm
Pressure Care mattress (air overlay)	Dynamic construction supplied, waterproof cover with welded seams, with electric control box and pump – width 90cm
Mattress Variator	Maximum working load 255kg/40 stone. To fit customer's own bed.
Mattress Variator Accessories	Grab handles (LH and RH) and knee break need to be available on request
Pillow lifter	To include mattress. Maximum working load to 135kg/21.5stone. To fit customer's own bed.
Crash mat	5cm depth
Patient specific slide sheet flat pair	70 x 200cm
Patient specific tubular slide sheet - single	70 x 200cm

LOT 2- MOBILE HOISTS AND SLINGS

Electric mobile hoist including actuator – safe working load 140kg
Electric mobile hoist including actuator – safe working load 170/180kg
Electric mobile hoist including actuator – safe working load 190kg
Electric standing hoist – safe working load 155kg
Standard universal quilted straight leg sling – Small/medium/large
Standard universal deluxe sling wide leg small/medium/large
Standard fast fit deluxe/hammock sling small/medium large
Standard standing hoist sling small/medium/large

Product Specification	
Electric mobile hoist - Mini	Safe working load 140kg/23 stone
Electric mobile hoist - Midi	Safe working load 170kg/180kg 27 stone
Electric mobile hoist - Maxi	Safe working load 190kg/30 stone
Electric standing hoist	Safe working load 155kg/25 stone
Slings – Mobile /Standing	<u>Standard slings</u> - Maximum user weight 220kgs/34.65 stone

LOT 3 – STANDING TURNERS / SEATED TRANSFERS

Standing turner without T bar
Standing turner with T bar
Transfer system with belt
Transfer system with sliding belt
Secure transfer platform
Sit to stand mobile frame max weight 135kg

Product Specification	
Standing turner without T bar	<p>Safe working load to 160kg / 25 stone</p> <p>Max user weight - 160kg / 25 stone</p> <p>Height adjustable frame and shin pad</p> <p>Foot pedal break to secure turn-table</p> <p>Central wheels for easy positioning</p>
Standing turner with T bar	<p>Safe working load to 200kg / 31.25 stone</p> <p>Stabilizing bar to allow a one person transfer</p> <p>Height adjustable frame and shin pad</p> <p>Central wheels for easy positioning</p>
Transfer system with belt	<p>Safe working load to 150kg / 23 stone</p> <p>Ladder like handle grips</p> <p>Low stable base plate</p> <p>Adjustable height leg support</p> <p>Foot locks on both wheels</p> <p>Adjustable belt with easy open/close in S/M & L/XL</p>
Transfer system with sliding belt	<p>Safe working load to 150kg / 23 stone</p> <p>Handle with many grip possibilities</p> <p>Low stable base plate</p> <p>Adjustable height leg support</p> <p>Foot locks on both wheels</p> <p>Sliding raiser strap in S/M & L/XL</p>
Secure Transfer Platform	<p>Safe working load to 222.3kg/35 stone</p> <p>Two rear wheels</p> <p>Upright steel support frame with padded handgrips</p> <p>Platform lockable into five different positions</p> <p>Diameter 45 cm</p> <p>Height 99 cm</p> <p>Length 69 cm</p> <p>Width 66 cm</p>

Sit to Stand	Safe working load to 133.5 kg/21 stone Removable seat

LOT 4 - LIFTING SOLUTIONS (EXCLUDING MECHANICAL HOISTS)

Emergency lifting equipment without back support
Emergency lifting equipment with back support
Leg lifter
Bath Cushion
Pillow lift

Product Specification	
Emergency lifting equipment without back support with pump, battery or mains operated	Safe working load minimum 150kgs/23.9stone Suitable for indoor use Minimum height – 56.5cm / 22"
Emergency lifting equipment with back support with pump, battery or mains operated	Safe working load minimum 150kgs/23.9stone Suitable for indoor use Minimum seat height - 56cm / 21.5"
Leg lifter with pump, battery or mains operated	Safe working load minimum 150kgs/23.9stone
Bath cushion with pump, battery / mains operated	Safe working load minimum 150kgs/23.9stone
Pillow lift with pump, battery or mains operated	Safe working load minimum 150kgs/23.9stone

LOT 5 – BATH LIFTS (NON INFLATABLE)

Reclining bath lift up to 27st
Non-reclining bath lift up to 24st
Smaller lightweight bath lift up to 20st

Product Specification	
Reclining bath lift	Safe working load to 171.5kg/27 stone
Non reclining bath lift	Safe working load to 152.5kg /24 stone
Smaller lightweight bath lift	Safe working load to 127kg/20 stone

LOT 6 – BATHING AND TOILETING EQUIPMENT

Shower/commode chair attendant Propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – small 17” wide
Shower/commode chair attendant propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – medium 19” wide
Shower/commode chair attendant propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – large 21” wide
Shower/commode chair self propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – small 17” wide
Shower/commode chair self propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – medium 19” wide
Shower/commode chair self propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – large 21” wide
Bariatric shower/commode chair attendant

propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes - 24" wide
Bariatric shower/commode chair self propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes - 24" wide
Hydraulic Tilt in space shower chair/cradle 17" wide
Hydraulic Tilt in space shower chair/cradle 19" wide
Hydraulic Tilt in space shower chair/cradle 21" wide
Attendant propelled, shower commode chair, commode pan
Attendant propelled, tilt in space shower commode chair, horse shoe seat, commode pan, with back rest
Self propelled, shower commode chair to include horseshoe seat, commode pan
Lap strap

Product Specification	
Shower/commode chair attendant Propelled to include horseshoe seat, footplates, commode pan, removable arms and brakes – small 17" wide	17" (43.18cm) seat width Modular reusable construction
Shower/commode chair attendant propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – medium 19" wide	19" (48.26xm) seat width Modular reusable construction
Shower/commode chair attendant propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – large 21" wide	21" (53.34cm) seat width Modular reusable construction
Shower/commode chair self propelled – small, to include horseshoe seat, footplates, commode pan, removable arms and brakes – 17" wide	17" (43.18cm) seat width Modular reusable construction

Shower/commode chair self propelled – medium, to include horseshoe seat, footplates, commode pan, removable arms and brakes – 19” wide	19” (48.26cm) seat width Modular reusable construction
Shower/commode chair self propelled – large, to include horseshoe seat, footplates, commode pan, removable arms and brakes – 21” wide	21” (53.34cm) seat width Modular reusable construction
Bariatric shower/commode chairs attendant propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes - 24” wide	24” (60.96cm) seat width Modular reusable construction
Bariatric shower/commode chair self propelled, to include horseshoe seat, footplates, commode pan, removable arms and brakes – 24” wide	24” (60.96cm) seat width Modular reusable construction
Hydraulic Tilt in Space shower chair/cradle	17” (43.18cm) seat width Modular reusable construction
Hydraulic Tilt in space shower chair/cradle	19” (48.26cm) seat width Modular reusable construction
Hydraulic Tilt in space shower chair/cradle	21” (53.34cm) seat width Modular reusable construction
Attendant propelled, shower commode chair, commode pan	18-20" (45cm to 51cm) seat width Non Modular construction
Tilt in space shower commode chair, horse shoe seat, commode pan, attendant propelled with back rest	18-20" (45cm to 51cm) seat width Non Modular construction
Shower commode chair self propelled to include horseshoe seat, commode pan	18" - 22" (46cm to 55cm) seat width Non Modular construction

LOT 7 - SAFER HANDLING SHEETS

Tubular slide sheet 145cm x 71cm
Tubular slide sheet 200cm x 71cm
Flat handling sheet with handles 200 x 71cm
Flat handling sheet with handles 200 x 90 cm
Flat handling sheet 200x 71cm
Flat handling sheet 200x 90 cm

One-way lock glide sheet 45 x 40 cm
Bed Management System – Satin sheet type (Standard size)
Bed Management System – Complex turning System (Standard size)

Product Specification	
Tubular handling sheets various sizes	Various sizes (see above)
Flat handling sheet with handles	Various sizes (see above)
Flat handling sheet without handles	Various sizes (see above)
One-way lock glide sheet	45 x 40cm
Bed Management System – Satin sheet type (Standard size)	Complete system – Standard size (to remain in bed and facilitate some functionality by the individual)
Bed Management System – Complex turning System (Standard size)	Complete system – Standard size (for use with hoist for complex handling needs where individual has very little or no function)

LOT 8 – EMERGENCY SHORT TERM RENTAL PROVISION AND OUT OF HOURS EMERGENCY REPAIRS

a) Short term rental service maximum term 3 weeks includes delivery and collection from the list below as required (must include bed or hoist)

For the emergency supply and delivery (within 4 hours) of a package of equipment. The equipment to be supplied will include some or all of the following items (MUST INCLUDE BED OR HOIST). Cannot be commode only:

- Standard profiling bed to include high spec foam mattress, rails & bumpers and disposable tubular slide sheet
- Mobile hoist and standard sling
- Static commode fixed arms adjustable height

The Emergency Service operates weekdays from 4pm to 8pm Weekends (deliveries up to Midnight), and Bank Holidays 8am to 8pm (deliveries up to Midnight), from closure to re-opening of the Choicequip office.

(Note this service needs to be flexible and may be subject to changes of opening hours over the life of the Framework)

Equipment Specification

BEDS

Profiling bed and high spec foam mattress including rails & bumpers

Bed frame length and width within 101cm x 225cm

Height adjustable Height adjustable within 30cm – 79cm (mattress platform)

Safe working load of 185kg/29 stone

Frame type – metal/wood . Rails to comply with new BS 2013

$\frac{3}{4}$ or full length to comply with current regulations

MATTRESS

High risk foam mattress Very high density foam construction. Mattress height 15cm

BUMPERS

Must comply with new BS 2013 and be full length to cover rails

MOBILE HOISTS AND SLINGS

Mobile Hoist safe working load to 170/180kg - medium

Standard universal quilted straight leg sling - small/medium/large

COMMODE

Static Commode, fixed arms adjustable height to 127kgs

TUBULAR SLIDE SHEET

Disposable

b) Out of hours emergency repairs to all profiling beds, air mattresses and mobile hoists and other equipment as specified:

The Emergency Service operates weekdays from 4pm to Midnight Weekends, and Bank Holidays 8am to Midnight, from closure to re-opening of the Choicequip office