

INVITATION TO TENDER (ITT)

For: Starkstrom Theatre Pendants, IPS (Isolated Power Supply) and UPS (Uninterruptible Power Supply), TCP (Theatre Control Panels) and Operating Lights under HTM 06-01 PA23 for a hospital environment

Issued on 11th February 2026

Tender Reference Notice identifier: 2026/S 000-012448

Procurement identifier (OCID): ocds-h6vhtk-064df8

LGM31665

TABLE OF CONTENTS

1	BACKGROUND	2
2	PROCUREMENT OPPORTUNITY	2
3	INDICATIVE PROCUREMENT TIMETABLE.....	3
4	PROCUREMENT PROCESS	5
5	CONTRACT	6
6	COMMUNICATIONS	8
7	SUBMISSION INSTRUCTIONS.....	9
8	TUPE.....	13
	SCHEDULE 1: EVALUATION and award methodology.....	15
	SCHEDULE 3: SUBMISSION REQUIREMENTS	32
	SCHEDULE 4: SUBMISSION CERTIFICATE	34
	SCHEDULE 5 – TECHNICAL SPECIFICATION	37
	SCHEDULE 6 – PRICING SCHEDULE	38
	SCHEDULE 7 – PROCUREMENT SPECIFIC QUESTIONNAIRE (PSQ).....	39
	SCHEDULE 8 – TECHNICAL QUESTIONNAIRE – 60% weighting.....	40
	SCHEDULE 9 – SOCIAL VALUE – 10% weighting	47
	SCHEDULE 10 – OFFER.....	53
	SCHEDULE 11 – TERMS AND CONDITIONS OF CONTRACT	54

1 BACKGROUND

North Cumbria Integrated Care NHS Foundation Trust is responsible for the delivery of acute and community healthcare services across North Cumbria. West Cumberland Hospital is a key acute care facility within the Trust's estate, providing a range of services including emergency care, elective surgery, critical care, and diagnostic services.

This contract is to support the safe delivery of surgical and invasive procedures by ensuring that essential electrical and electromechanical systems within the operating theatres are robust, reliable, and compliant

The scope includes:

1. Starkstrom Theatre Pendants
2. Isolated Power Supply (IPS) systems
3. Uninterruptible Power Supply (UPS) systems
4. Theatre Control Panels (TCP)
5. Operating Lights

All systems are to be designed, supplied, installed, tested, and commissioned in accordance with **HTM 06-01 PA23**, relevant British Standards, and NHS engineering guidance, ensuring full clinical safety and operational resilience.

2 PROCUREMENT OPPORTUNITY

This opportunity is for Starkstrom Theatre Pendants, IPS (Isolated Power Supply) and UPS (Uninterruptible Power Supply), TCP (Theatre Control Panels) and Operating Lights under HTM 06-01 PA23 for a hospital environment – details can be found in the accompanying Technical Specification – Schedule 5.

- 2.1 On 11th February 2026 a tender notice was published by [NCIC] ("the Authority") on the Central Digital Platform inviting expressions of interest from organisations wishing to be selected to tender for the above opportunity.

2.2 This invitation has been issued to those having expressed an interest in the opportunity (the "Participants").

2.3 **Defined terms** – The following defined terms are used in this ITT:

2.3.1 "Act" means the Procurement Act 2023;

2.3.2 "Authority" has the meaning given in clause 2.1;

2.3.3 "Central Digital Platform" has the meaning given in regulation 5 of the Regulations;

2.3.4 "Excluded Supplier" and "Excludable Supplier" have the meaning given in section 57 of the Act;

2.3.5 "Participant" has the meaning given in clause 2.12;

2.3.6 "Commencement Date" has the meaning given in clause 5.2;

2.3.7 "Initial Term" has the meaning given in clause 5.2;

2.3.8 "Portal" means [OPTIMiSe];

2.3.9 "Regulations" means the Procurement Regulations 2024;

2.3.10 "Renewal Period" has the meaning given in clause 5.22

3 INDICATIVE PROCUREMENT TIMETABLE

3.1 The intended timetable for this procurement is as follows:-

Issue of ITT	11 th February 2026
Deadline for receipt of clarification questions or comments	8 th March 2026
Deadline for submission of tenders	18 th March 2026
Completion of evaluation	20 th April 2026
Despatch of assessment summaries	1 st June May 2026

Intended publication of contract award notice	2 nd June 2026
Expected end of mandatory standstill period	9 th June 2026
Contract Award Date	Following expiry of standstill period, expected 10 th June 2026
Intended start of Implementation Period	16 th June 2026
Intended commencement of contract	1 st July 2026

- 3.2 Participants should note that the Authority reserves the right to amend any of the dates and timescales referred to in this ITT at any stage in the tender process.

4 PROCUREMENT PROCESS

- 4.1 **Procedure and Evaluation** - The procurement procedure being applied to the Contract is an 'open procedure' under section 20(2)(a) of the Act. The procedure being applied is set out in detail in Schedule 1 (Evaluation and Award Methodology).
- 4.2 **Terms and conditions of participation** - Participants agree that participation in this tender is subject to the Terms and Conditions of Participation set out in Schedule 2 of this ITT.
- 4.3 **Documents** - Information relevant to this opportunity can be found on the Central Digital Platform and OPTIMiSe.
- 4.4 **Site visits**
- 4.5 Site visits will take place week commencing 24th February 2026.
- 4.6 It is recommended you attend the site visit. Please confirm your attendance to Procurement Services - Lifecycle. You will be provided with further details regarding the time and place to report to.
- 4.7 To ensure equal, transparent and fair treatment, please direct all questions to Procurement Services - Lifecycle after your visits so all information can be shared with all Bidders involved in the process.
- 4.8 **Please note:** Theatres will not be accessible during site visits as there are no planned audit days until March 2026. Therefore, lights, and pendants will not be available to view. Instead you will be shown where the equipment is located during site visits to support with the bid writing process.
- 4.9 **Evaluation** – Tenders will be evaluated in accordance with Schedule 1 (Evaluation and Award Methodology).
- 4.10 **Further information** – The Authority may make a change to this ITT or the contract documents at any time by notice to all Participants remaining in the process. The Authority may also issue further information at any time by notice to all Participants remaining in the process.

- 4.11 **Changes** – The Authority expressly reserves the right: (i) not to award any contract as a result of this procurement process; and (ii) to make whatever changes it may see fit to the content and structure of the tendering competition and the contracts. In no circumstances will the Authority be liable for any costs incurred by the Participants as a result of any such change or decision not to award.
- 4.12 **Ending the procurement** – The Authority reserves the right at any time for any reason to abandon the procurement. As such, and notwithstanding any provision of this ITT, the Authority does not (by undertaking this procurement) agree to accept any tender, including the most economically advantageous tender. In no circumstances will the Authority be liable for any costs incurred by the Participants if the procurement is abandoned.
- 4.13 **Due diligence** – Participants will be entirely responsible for carrying out and funding their own due diligence at a level appropriate to them.
- 4.14 **No conflicts of interest** – A Participant must ensure that it and each subcontractor, agent, or adviser with which it engages in connection with the procurement process does not have a conflict of interest with the Authority or otherwise which may affect the procurement process. Where a Participant identifies a conflict of interest, or the risk of a conflict of interest, it must disclose that conflict or risk to the Authority without delay and assist the Authority in the management of that conflict or risk, to the extent that is possible. The Authority reserves the right to exclude a Participant from the process if a conflict of interest exists which cannot be effectively remedied by other less intrusive measures.

5 **CONTRACT**

- 5.1 Subject to clauses 4.11 and 4.12 the Authority will enter into a contract with the successful Participant. The contract terms will incorporate those set out in Schedule 2 of this ITT.
- 5.2 The Contract shall commence on the date to be advised by the Authority in the Contract Award Document issued to the Contractor in due course (the "**Commencement Date**") and (subject to clauses 5.3 and 5.4 below) is intended to

continue for an initial period of three years from the Commencement Date (the "**Initial Term**"). Pricing for up to five years will be required as part of this procurement.

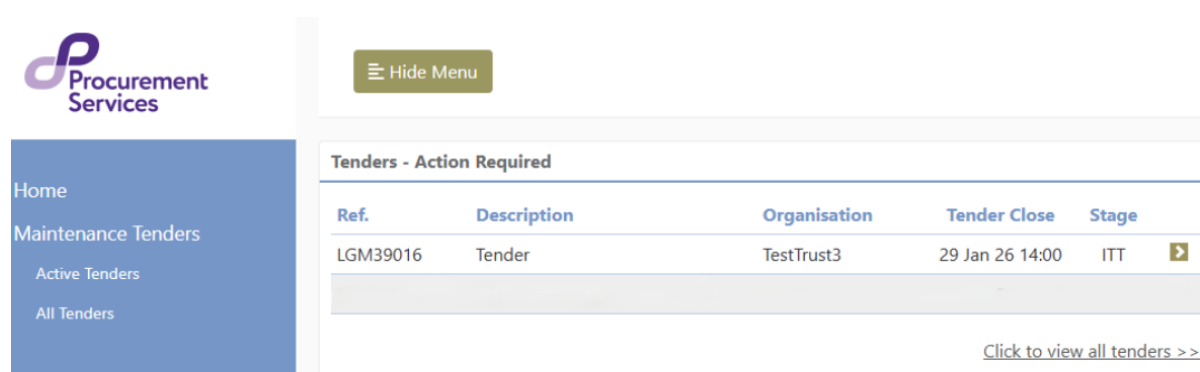
- 5.3 The Contract may be extended beyond the Initial Term on a maximum of two occasions, for a period of up to 1 (one) year on each occasion (each a "**Renewal Period**") at the Authority's sole discretion, by the Authority giving the Contractor not less than 1 (one) months' notice prior to the expiry of the **Initial Term** or the **Renewal Period** (as applicable).
- 5.4 The estimated annual value of the Contract including current ad-hoc spend is approximately £50,000.
- 5.5 The Authority does not undertake to purchase Goods and/or Services exclusively from the Contractor and does not undertake to purchase any minimum quantities or place any minimum orders from or with the Contractor. Any quantities and/or values of Goods and/or Services stipulated in this ITT should be considered non-binding and indicative estimates only.
- 5.6 Participants may not qualify the terms of the contract in their tender response.
- 5.7 If Participants have any queries regarding the terms of the contract, they may submit comments via the Portal. The deadline for receipt of such comments is 8th March 2026.
- 5.8 The Authority will review comments received by Participants by 18th March 2026. If the Authority considers it appropriate to do so, it may reissue the form of contract to incorporate some, or all of the comments submitted by the Participants. All Participants will be required to tender on the basis of the same terms and conditions.
- 5.9 Please see clause 8.1 of Schedule 2. Tenders submitted are offers capable of acceptance.

6 COMMUNICATIONS

- 6.1 **Point of contact** – The Authority will conduct all communication relating to this procurement through the Portal. That is the designated point of contact. If there is a technical failure or the Authority for some other reason elects, all Participants will be given an alternative designated point of contact.
- 6.2 **Single point communication** – Participants must communicate only through the Portal (except as set out in clause 6.3). No representative of a Participant should contact any other person at the Authority on any matter connected to this procurement except with the prior approval of the Authority's designated point of contact.
- 6.3 **Requests for clarification** – Participants shall make clarification and information requests through the Question and Answer facility on the Portal. Both questions and their answers will be available to all Participants unless otherwise agreed with the Authority (through its designated point of contact) and if agreement cannot be reached the Authority may decline to answer the question if that would be, in the Authority's opinion, inconsistent with its obligations under public procurement law. Participants should note that it is their responsibility to monitor the portal regularly for any postings which may be relevant to their tender submission.
- 6.4 **Participant's confidentiality obligations** – Each Participant must keep this ITT and all information contained in it, and appended to it, confidential and must ensure that each of its employees, agents, advisers and sub-contractors is placed under a similar obligation. Please see Schedule 2 (Terms and Conditions of Participation) for more details.
- 6.5 **Sharing information** – The Authority may share any information provided by a Participant with its advisers and members of the evaluation team.

7 SUBMISSION INSTRUCTIONS

- 7.1 A Tender Response must remain valid and capable of acceptance by the Authority for a period of 90 days following the Tender Submission Deadline. This includes pricing. A Tender Response with a shorter validity period may be rejected.
- 7.2 All documents must be accessed and returned to Procurement Services - Lifecycle via online portal OPTIMiSe. Read-only versions of all documentation relating to this opportunity are available at <https://www.procurementservices.co.uk/our-solutions/lifecycle/current-tenders>.
- 7.3 In order to respond to the opportunity, you will need to create an account on OPTIMiSe where you will be able to access editable versions of the documentation. To facilitate this, email lifecycleeoi@lifecycle.co.uk with the LGM reference for this opportunity and your company details.
- 7.4 You will then receive a verification email from OPTIMiSe asking you to verify your email address and create a password. These will be your log in details for the OPTIMiSe system.
- 7.5 Once you have logged into the system you will be taken to your home screen where you can access the documents for the current Tender.



- 7.6 Within the "Tenders – Action Required" box, click on the green box with the white arrow next to the relevant Tender, this will take you through to the page with all the relevant documents. An example of a Tender page is shown below:

Procurement Services

Home Maintenance Tenders Active Tenders All Tenders

Hide Menu

Home Log Out

Invitation to Tender

LGM39016: Tender

ITT Start Date: 28 Jan 26 ITT Close: 29 Jan 26 14:00
 Contract Start Date: Tender Last Updated:

ITT Documents

Tender Doc.docx (Uploaded: 28 Jan 26 15:32)

Your ITT Submission

Click browse to find your document or click the red cross to remove a document. Repeat for multiple documents.
 Please note each file must be no more than 50 Mb. If your file is larger than 50Mb please contact the Procurement Manager.
 Zip files are allowed.

Select document to upload: Choose File No file chosen Upload

Uploaded Documents: No documents attached.

Cancel Submit Response Clarification

- 7.7 This screen will show the dates relevant to this Tender as well as all documents that you need to complete your submission.
- 7.8 This is the portal you need to use to ask any clarification questions and upload your completed documents along with any supporting documents.
- 7.9 Click on each document and save them to your device for completion. All documents are version controlled. You must ensure you are using the latest version and upload any response against the latest version.
- 7.10 You must ensure that you read and complete all documents thoroughly. When you have completed all documents, they must be uploaded to the portal together with any required attachments. To do this click the "Browse" button, find the document and click "Upload".
- 7.11 When you have uploaded all documents and attachments, you must click "Submit Response" or "Amend Response".
- 7.12 All necessary documents must be completed and uploaded, together with attachments, to the portal before the submission deadline.
- 7.13 NB: Please note you can submit your response and then amend this at a later date up until the close date of the submission. Please ensure you click "Submit Response" or "Amend Response" before logging off, if you do not, anything you have uploaded will be lost. You will be evaluated against the version you have submitted.

- 7.14 If you do not receive a reply thanking you for your submission, please contact Procurement Services – Lifecycle immediately.
- 7.15 Do not send any supporting documents unless requested to do so. Only documents requested will be reviewed by the Authority.
- 7.16 Your documents cannot be accessed until the deadline for return has passed. Ensure you have answered all questions contained in the Technical Questionnaire section, completed and signed all relevant sections of this document and upload it alongside any requested documents which accompany this procurement.
- 7.17 **Form of submissions** – All Participants must use the template submission document issued with this ITT at Schedule 3 Part B when submitting their tender submission.
- 7.18 **Format** – All Participants shall submit one electronic copy of their tender submission using the Portal. The documents which require signatures should be signed, scanned as an image and submitted. The originals should be retained by the Participant and may require to be delivered to the Authority.
- 7.19 **Language** – All submissions must be in English.
- 7.20 **Word limit** – Participants must ensure that they comply with any stated word limit indicated in the template. Additional information in excess of any such word limit will be disregarded.
- 7.21 **Supporting documents** – Participants should only submit additional information or documents if directed to do so with a clear reference on each additional information item to the question to which it relates. Unreferenced additional information may be discounted. Marketing and/or promotional literature or any other additional information not requested should not be included and will be discounted.
- 7.22 **Date and time** – Tender submissions should be submitted using the Portal by 2pm Tuesday 18th March 2026.
- 7.23 **Use of Artificial Intelligence** – AI tools can be used to improve the efficiency of your bid writing process, however they may also introduce an increased risk of misleading statements via ‘hallucination’. Your submission should clearly identify any instances

where AI or machine learning tools, including large language models have been used to generate written content, or support your bid submission.

TUPE

- 7.24 Participants should note that the "Transfer of Undertakings (Protection of Employment) Regulations 2006" as amended by the "Collective Redundancies and Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014" (TUPE) may apply in respect of the award of the contract, and that for the purposes of those Regulations, the undertaking concerned (or any relevant part of the undertaking) may transfer to the successful Participant on the commencement of the contract.
- 7.25 Participants shall take legal advice to determine the effect of the Transfer of Undertakings (Protection of Employment) Regulations on any staff employed in pursuance of this contract and to carry out any actions the regulations may require. It is the successful Participant's responsibility to consider whether or not TUPE applies and the successful Participant should take their own legal advice as to whether TUPE will apply and the financial implications for their Tender.
- 7.26 Participants should note that all TUPE information is provided on the basis that it is confidential and must not be used, other than in connection with this Tender. TUPE information will be made available on request provided that the request confirms that the information will be treated as confidential, that it will be destroyed once its purpose has been served and that the Participant will warrant to the Authority that it has been destroyed.
- 7.27 Please submit a request for TUPE information using the Portal. Once confirmation is received that the information will be treated confidentially and destroyed once its purpose has been served, the information will be sent to the requesting bidder.
- 7.28 The TUPE information is provided to support Participants to assess and price the potential employment costs and liabilities and indicate their plans for transferring employees in their Tenders.
- 7.29 The Authority accepts no liability whatsoever for any loss or damage suffered by any Participant who submits a successful bid pursuant to this invitation should it subsequently be held that such bid and the award of the contract to the successful

Participant does or does not constitute a transfer within the meaning of TUPE. The Authority will not indemnify the successful Participant against any such loss.

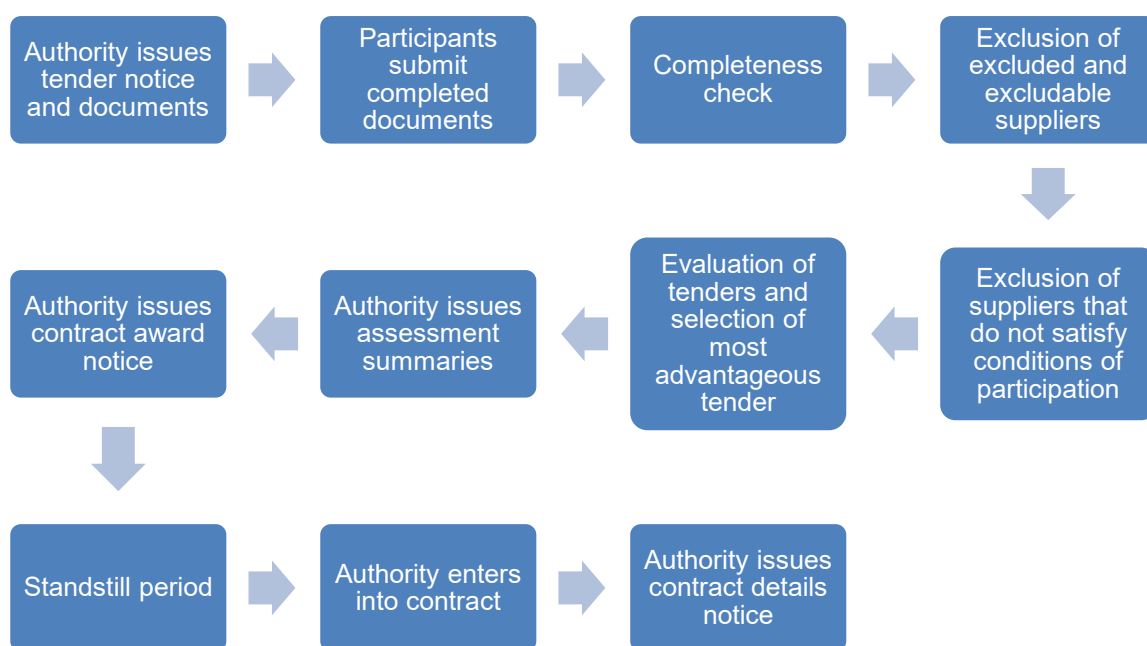
- 7.30 The TUPE information will be provided by the existing provider(s) and, therefore, the Authority does not warrant the accuracy or completeness of this information and does not accept any liability ensuing from any inaccuracy in, or omission from, the information.

SCHEDULE 1: EVALUATION AND AWARD METHODOLOGY

1 Procurement procedure

- 1.1 The procurement procedure being applied to the Contract is an "open procedure" under section 20(2)(a) of the Act. The most advantageous submission will be identified by a five-step process as set out in more detail in this Schedule.

2 Process



- 2.1 The most advantageous submission will be identified by a five-step process.
- 2.1.1 **Procurement specific questionnaire:** Participants must submit a completed Procurement Specific questionnaire (PSQ). The PSQ is enclosed at Schedule 7 of this ITT. Where a Participant is a consortium, all members of the consortium must complete a PSQ. The part of the PSQ concerning conditions of participation only requires to be completed by the lead member of the consortium.
- 2.1.2 **Stage one (Completeness check):** The first step will be a completeness check. A complete submission is one which has been received by the deadline for submission of tenders, is substantially complete and complies substantially with the requirements of this ITT. Clarification and further information may be sought from

Participants in order to determine if a submission is complete. The Authority may exclude at this stage any submission that is not complete and may reject any tender submission which is submitted late.

- 2.1.3 **Stage two (Exclusion of excluded and excludable suppliers):** The Authority will exclude any supplier that is an Excluded Supplier or an Excludable Supplier based on its response to the PSQ. The Authority will identify Excludable Suppliers based on the discretionary exclusion grounds identified in paragraph 4 of this Schedule 1. Participants must also upload core supplier information to the Central Digital Platform and confirm to Procurement Services – Lifecycle that they have done so.
- 2.1.4 **Stage three (Application of conditions of participation):** The Procurement Services – Lifecycle will check each submission satisfies the conditions of participation set out in this ITT on the basis of the PSQ returned by the Participant. Clarification and further information may be sought from Participants. The Authority may exclude at this stage any submission that does not satisfy the conditions of participation set out in paragraph 5 of this Schedule 1. Participants must also upload core supplier information to the Central Digital Platform and confirm to the Authority that they have done so.
- 2.1.5 **Stage four (Evaluation and selection of most advantageous tender):** The next step will be to evaluate those submissions other than those rejected as not compliant, or not meeting the conditions of participation, in order to determine the most advantageous tender, using the criteria detailed in clause 6 below.

3 Standstill to entry into contract

- 3.1 The Authority will issue assessment summaries to the successful and unsuccessful Participants in accordance with regulation 31 of the Regulations. The Authority will also publish a contract award notice in accordance with regulation 27 of the Regulations.
- 3.2 Once the relevant standstill period has ended (being 8 working days from the date of the contract award notice), the Authority intends to enter into a contract with the successful Participant. The Authority shall conclude the contract by issuing a contract award document. In addition, the Authority may send the Participant a legal agreement

for signature for its records and in such circumstances the Participant shall countersign and return the legal agreement to the Authority promptly (and no later than 7 days from the date of receipt of such legal agreement).

- 3.3 The Authority may ask the successful Participant to provide verification of statements made in its PSQ to confirm that it satisfies the conditions of participation and to confirm it is not an Excluded or Excludable Supplier.

4 Excludable Suppliers

- 4.1 The Authority will exclude any Participant to whom any of the following exclusion grounds apply.

Procurement Act 2023

Discretionary exclusion ground	Statutory reference	Applies
Labour market misconduct (order made in UK against Participant or connected person)	Schedule 7 paragraph 1	Y
Labour market misconduct (outside UK)	Schedule 7 paragraph 2	Y
Labour market misconduct (evidence of offence under specified legislation)	Schedule 7 paragraph 3	Y
Environmental misconduct	Schedule 7 paragraph 4	Y
Insolvency, bankruptcy, etc	Schedule 7 paragraph 5	Y
Participant or connected person has suspended or ceased carrying on all or a substantial part of its business.	Schedule 7 paragraph 6	Y
Potential competition infringements – Chapter I	Schedule 7 paragraph 7	Y
Potential competition infringements – Chapter II	Schedule 7 paragraph 8	Y
Regulator decision in respect of competition infringement – Chapter II	Schedule 7 paragraph 9	Y
Potential competition infringements – cartel offence	Schedule 7 paragraph 10	Y

Professional misconduct	Schedule 7 paragraph 11	Y
Breach of contract and poor performance	Schedule 7 paragraph 12	Y
Acting improperly in procurement	Schedule 7 paragraph 13	Y
National security	Schedule 7 paragraph 14	Y

5 Conditions of participation

- 5.1 The Authority has set out the conditions of participation. More details are set out in the PSQ. All sections must be completed in full. Failure to do so may lead to you being excluded from the procurement process.
- 5.2 If the question is Pass/Fail your response must provide the Authority with full confidence that you can meet the requirements of the question. If you cannot provide this then the Authority will Fail you on this question and you will be excluded from the procurement process.
- 5.3 The Authority must determine whether you have the financial capacity and stability to perform the service.

Credit Score:

- 5.4 You are asked to provide your organisation's registration number so a Credit can be obtained. If the Creditworthiness rating (for companies where accounts have been filed) or Risk rating (for new companies where no accounts have been filed) is less than 50 your financial accounts or equivalent information will be considered.
- 5.5 If the rating in the Report is more than 50 you will pass this section unless there is anything in the report to indicate you may not have the financial capacity to perform this contract. In this case the Client will evaluate your financial accounts or equivalent information.
- 5.6 If you do not have a registration number, for example you are a partnership, you should provide the last two years' audited accounts, or equivalent information as set out in the Financial Capacity questions in the PSQ.

- 5.7 If the Client evaluates the financial accounts or equivalent information, they will be scored according to the table below. Evaluation will include consideration of the following: evidence of prior bankruptcy or a CVA, accounts being up to date, any qualification of the accounts by auditors, a general review of accounts, a review of profit and loss from previous years, a review of the balance sheet.

Accounts will be scored in accordance with the methodology in the table below:

Evaluation	Standard	Pass/Fail
No perceived risk	The Client has no grounds for concern in relation to your financial stability.	Pass
Unacceptable risk	Your financial instability is too great for the Client to accept and you will be excluded from the procurement process	Fail

- 5.8 The PSQ acts as a self-declaration for Participants. The Preferred Bidder will be required to provide all requested certificates and documentation before being awarded the Contract. However, the Authority can ask any Participant to submit their evidence at any point in the procurement process, if this is necessary, to ensure that the process is carried out properly and in a timeous manner to meet with the procurement's programme requirements.

6 Award Criteria

- 6.1 The headings in this paragraph identify the criteria and sub-criteria against which Participants will be scored. Figures shown after each criterion or sub-criterion are the percentages of the total score available which are allocated for that criterion or sub-criterion. More information on each criterion is provided below.

6.2 Commercial weighting – 30%

- 6.2.1 Participants must complete the pricing schedule enclosed at Schedule 6.
- 6.2.2 The price will be evaluated as follows.

- 6.2.2.1 The Participant submitting a compliant tender with the lowest price will receive an unweighted score of 100.
- 6.2.2.2 The unweighted scores of each other tender will be calculated based on the formula $a/b * 100$ where a is the price of the lowest compliant tender and b is the price submitted by the Participant under evaluation. Results will be rounded to 2 decimal places.
- 6.2.2.3 Each Participant's marks will be weighted to 30%.

6.3 **Technical weighting – 60%**

- 6.3.1 Participants must submit a single response to each of the questions listed in the Technical Questionnaire document enclosed at Schedule 8. For each question, only the information you provide specifically within that specific single question will be considered in evaluating your answer to that particular question. Any documentation uploaded elsewhere, or information not detailed within that single question response document, will not be considered in the evaluation of that question.
- 6.3.2 The TQs and the weightings allocated to each of them are set out in the table below.

Instructions to Bidders

Answer format: For each question, provide a concise narrative (≤ 500 words) plus up to 3 evidential attachments if requested (PDF).

Cross-referencing: Reference the relevant HTM/BS/IEC clause in your answer. (e.g., IEC 60364-7-710: 710.411 for insulation fault location systems; HTM 06-01 Part maintenance procedures).

PA23 compliance: Confirm capability to operate within PA23 transparency rules (central digital platform notices, PSQ/exclusions), and willingness to support KPIs.

Technical questionnaire question number	Description of what will be evaluated	Question weighting total score 100 against a weighting of 60%
1	Standards conformity – Group 2 medical locations	7
2	IPS functional safety	3
3	UPS performance & integration	7
4	Equipotential bonding & patient protection	7
5	Coverage of Starkstrom theatre pendants (S200–S500)	3
6	Theatre Control Panels (TCP)	7
7	Operating lights	3
8	PPM testing cadence and content	7
9	Service reporting	3
10	Compliance documentation pack	3
11	Response times & escalation	7
12	Engineer competence	7
13	BMS/TCP alarm integration & web monitoring	3
14	Performance KPIs & reporting	3
15	Out-of-hours PPM planning for theatres	7
16	Dedicated account management & helpline	5
17	Terms & Conditions (NHS)	7

18	Quality Assurance	5
19	Business Continuity	6

6.3.3 The Technical Section will be scored by an evaluation panel made up of relevant officers using a pre-defined scoring methodology as defined below. The scoring system should be read in conjunction with the submission requirements set out in Schedule 3. The weightings allocated to each criterion will be applied to the relevant score to produce a weighted score. The aggregate weighted score will then be calculated. If the question is Pass/Fail your response must provide the Authority with full confidence that you can meet the requirements of the question. If you cannot provide this then the Authority will Fail you on this question and you will be excluded from the procurement process.

Scoring Methodology

Scoring range	Categorisation	Evaluation description
0	No response (non-compliance)	You have not answered the question, or your response is non-compliant and does not give the authority confidence you can perform the required service. You will be excluded from this procurement process
1	Unsatisfactory response	Substantially unacceptable submission which fails in several significant areas to answer the question. Little or no detail (and, where evidence is required or necessary, no evidence) has been provided to support and demonstrate you are able to provide the service required, or specifically show relevant ability, understanding, expertise, skills and/or resources. Would represent a very high risk for the Client.

2	Partially acceptable response	<p>Weak submission which does not fully address the question.</p> <p>Response may be basic/minimal with little or no detail (and, where evidence is required or necessary, insufficient evidence) provided to support the submission and demonstrate you have the required capability and capacity to deliver the requirements of the Technical Specification.</p>
3	Satisfactory and acceptable response	<p>Submission largely addresses and meets the requirements, with some detail (or, where evidence is required or necessary, some evidence is relevant) provided to support the submission.</p> <p>There are some minor reservations or weaknesses in the submission.</p>
4	Fully compliant response	<p>Submission sets out a comprehensive and robust response which addresses and meets all requirements, with strong evidence provided to support the submission. It provides full confidence of your capability, expertise and capacity to deliver the requirements of the Technical Specification.</p>

6.4 Social Value weighting – 10%

Question weighting total score 100 against a weighting of 10%

- 6.4.1 The Authority aims to secure broader public benefits from the contracts it enters into, through an approach that seeks to reward socially responsible enterprises and those willing to deliver wider benefits through their contracts with the Authority.
- 6.4.2 The Authority has included at Schedule 9, Missions which sets out benefits relevant to the Contract. The Participant's benefits score will be evaluated, according to the following award criteria:

Scoring range 0-4	Categorisation	Evaluation description
0	Failure	Failure to understand and/or failure to substantial failure to provide and/or provides no confidence that the requirements will be delivered
1	Poor	Some misunderstandings and a generally low level of information and detail provided. Fails to meet the requirements in many ways and/or materially in one or more ways, and provides insufficient confidence of ability to meet and deliver the requirements
2	Acceptable	Generally understands and addresses issues appropriately. Some areas of misunderstanding, provide a low level of detail, and/or provide more of a "model answer" than a true commitment, so only provides some confidence they will deliver requirements.
3	Good	Response provides The Authority with a good level of confidence that the Bidder's proposals will meet The Authority's requirements set out in the specification and the response demonstrates across the whole of the response a good understanding of the issues under the contract and what is being asked for. The proposal sets out a satisfactory level of detail and clarity across most of the response with some relevant reference to the specification.
4	Excellent	High degree of confidence that the Potential Provider's proposal will meet the requirements, demonstrated through a very good understanding

		of the issues and what is being asked for. Proposals set out how and what will be delivered.
--	--	---

Additional award Criteria

Your response will be evaluated using the above Social Value Model Award Criteria and the following additional award criteria:

- The response includes a specific, measurable and time-bound commitment (minimum requirement to score points)
- The response includes a description of how the commitment meets the award criteria
- (If not already identified by the in-scope organisation) the response includes a specific, nominated cohort, or details of how you will identify and define a target cohort (illustrative example: care leavers or the prison leavers).
- The response includes a description of how you will identify and reach the target cohort, how you will design/refine and tailor the offer to the cohort
- The response includes a description of how you will influence staff, suppliers, customers and communities (as appropriate) through the delivery of the contract to deliver the Social Value Outcome, for example: engagement, co-design/creation, training and education, partnering/collaborating, volunteering.
- Transparency - any plans for publishing your commitments and performance
- The response includes a timed project plan setting out how you will implement your commitment and by when, including:
 - Timed action plan
 - Proposed metrics you will use to monitor the contract (if your offer relates to a metric listed in the Social Value Model, you should use the appropriate Standard Reporting Metric).
 - Tools/processes used to gather and monitor performance
 - Governance, including nominated escalation points

- Feedback and improvement procedures in place

6.4.3 The Participant's score will be multiplied by the weighting specified for the missions question in the Scoring Matrix in clause 6.5 (Final Score and Award) of this Schedule 1.

6.5 Final Score and Award

6.5.1 The final score will be calculated based on the Most Advantageous Tender by combining all the scored elements in accordance with the weightings set out in the scoring matrix below. It is intended that the Contract shall be awarded to the highest scoring Participant.

Scoring matrix

Criteria	Weighting	Sub-criteria	Criteria weighting
Qualification (PSQ)	Pass/Fail	Pass/Fail	Pass/Fail
Commercial	30%	Commercial Price	30%
Technical	60%	Technical Ability	60%
Social Value	10%	Missions	10%
TOTAL	100%		100%

6.5.2 The Authority is not bound to accept the lowest cost or any Tender.

SCHEDULE 2: TERMS AND CONDITIONS OF PARTICIPATION

1 Confidentiality and Freedom of Information

- 1.1 Information provided by the Authority in this ITT must be treated by Participants as private and confidential.
- 1.2 All information submitted by Participants to the Authority may need to be disclosed and/or published by the Authority in compliance with its obligations pursuant to the Freedom of Information Act 2000 and/or the Environmental Information Regulations 2004. The Authority may also disclose all information submitted by Participants to its auditors and advisers.
- 1.3 Participants should clearly identify any information included in their submissions which they consider to be confidential, or which contains personal data for the purposes of the Data Protection Act 2018 and the UK GDPR (which has the meaning given in section 3(10) (as supplemented by section 205(4)) of the Data Protection Act 2018), and explain in broad terms (in an accompanying letter) what harm might result from disclosure and/or publication of such information. The Authority will have regard to this information, but receipt or evaluation by the Authority of any material marked 'confidential' or equivalent should not be taken to mean that the Authority accepts a duty of confidence in relation to that information. Participants should be aware that, even if a candidate has indicated that information is confidential, the Authority may disclose this information to its auditors where it sees fit and may have to disclose it to comply with the Freedom of Information Act 2000 and/or the Environmental Information Regulations 2004.
- 1.4 The Authority may publish the names and contact details of organisations (and individuals named as contacts) who submit submissions.
- 1.5 At the conclusion of the tender process, information about the winning Participant and its tender (including price information) may be published by the Authority.

2 Costs

- 2.1 Participants are responsible for meeting all costs they incur in participating in this procurement process. The Authority shall not be liable for any costs incurred by Participants and shall not make any contributions to Participants' costs.

3 Canvassing

- 3.1 Without prejudice to any other civil remedies available to the Authority and without prejudice to any criminal liability which such conduct by a Participant may attract, the Authority may disqualify any Participant which, in connection with this procurement:
- 3.1.1 offers any inducement, fee or reward to any member or officer of the Authority or any person acting as an adviser for the Authority in connection with the Project; or
 - 3.1.2 does anything which would constitute a breach of the Bribery Act 2010; or
 - 3.1.3 canvasses any of the persons referred to in clause 3.1.1 in connection with the Project; or
 - 3.1.4 contacts any officer of the Authority prior to the contract being awarded about any aspect of the Project in a manner not permitted by this ITT (including without limitation a contact for the purposes of discussing the possible transfer to the employment of the Participant of such officer for the purpose of the Project).

4 Conflicts of interest

- 4.1 A Participant must ensure that it and each subcontractor, agent or adviser with which it engages in connection with the procurement process does not have a conflict of interest with the Authority or otherwise which may affect the procurement process. Where a Participant identifies a conflict of interest, or the risk of a conflict of interest, it must disclose that conflict or risk to the Authority without delay and assist the Authority in the management of that conflict or risk, to the extent that is possible. The Authority reserves the right to exclude a Participant from the process if a conflict of interest exists which cannot be effectively remedied by other less intrusive measures.

5 Non-collusion

- 5.1 Without prejudice to any other civil remedies available to the Authority and without prejudice to any criminal liability that such conduct by a Participant may attract, the Authority may disqualify any Participant which, in connection with this procurement:
- 5.1.1 fixes or adjusts the amount of its submission by or in accordance with any agreement or arrangement with any other Participant; or
 - 5.1.2 enters into any agreement or arrangement with any other person that it shall refrain from making a submission or as to the amount of any submission to be submitted; or
 - 5.1.3 causes or induces any person to enter into such agreement or arrangement as is mentioned in either clauses 5.1.1 or 5.1.2 or to inform any Participant of the amount or approximate amount of any rival submission; or
 - 5.1.4 communicates to any person other than the Authority the amount or approximate amount of its proposed submission (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the submission or where both are acting as members of a consortium which has made a submission).
- 5.2 Each Participant is required to return a certificate confirming non-collusion with its submission – please see Schedule 4.

6 Reserved rights

- 6.1 The Authority reserves the right to change the basis of the procedures for or to discontinue this procurement process, and not to award a contract pursuant to it. The process does not in any way bind the Authority to award a contract. Under no circumstances shall the Authority incur any liability in respect thereof.
- 6.2 The Authority reserves the right to review the economic and financial standing or technical or professional ability of a Participant if there are changes in the Participant's circumstances at any time during the procurement procedure, particularly if there is a change to the constituent members of a consortium Participant, or any change of identity, control, financial standing or other factor which may have affected the assessment of the Participant at the pre-qualification stage. Following such a review,

the Authority reserves the right to disqualify a Participant if the changed circumstances mean that, had they arisen before the pre-qualification process, the Participant would not have been shortlisted to be invited to tender and/or progressed to Stage 3 (Evaluation and Award Stage).

7 Consortia applications and group companies

- 7.1 Where the successful candidate is a consortium, the members of it may be required to enter into the contract (and any other ancillary contracts) with the Authority on a joint and several basis.

8 Entry into contract

- 8.1 Tenders received will be offers capable of acceptance by the Authority. In addition the Authority may draw up a contract for signature by it and the successful Participant. All tenders submitted to the Authority must remain open for acceptance for a period of [90 (ninety) days] from the Tender closing date.

9 Incomplete Tenders

- 9.1 Participants must ensure that all documentation has been properly completed and that all information requested in this ITT has been clearly and accurately stated in the tender submission, as failure to do so may result in the tender submission not being considered. Likewise, if a Participant fails to provide any documentation subsequently requested as part of a Request for Documentation, this could result in the Participant being excluded from the tender process thereafter.
- 9.2 If it is apparent that a Participant has submitted a fundamentally non-compliant tender submission in respect of any of the ITT requirements, the Authority may choose to reject that Tender and continue to assess the other Tenders, as appropriate. However, clarification may be sought from such a Participant to determine whether their tender submission could be made complete and compliant. In the event that the Authority requires clarification in respect of such a tender submission, this must be provided to the Authority within two (2) Working Days of request.

10 Abnormally Low Tenders

- 10.1 Where the Authority considers any Tender to be abnormally low, the Authority will request an explanation, in writing, from the Participant of the prices or costs proposed in a Tender; and assess the information provided in response by the Participant. If the explanations and information provided do not account, to the Authority's satisfaction, for the level of prices or costs proposed in the Tender, the Authority may reject the Tender.

SCHEDULE 3: SUBMISSION REQUIREMENTS

Part A

1. The Authority requires Participants to make their submissions in the form of the document issued with this ITT. Part B of this Schedule 3 contains the form of the tender submission.
2. Participants must complete the documents specified at Part B of this Schedule 3 in the form provided. Participants should not seek to change the order of the information in the form. The text under each heading describing the required content of the section should be deleted and the Participant's text inserted in its place.
3. The documents which require signatures should be signed, scanned as an image and submitted. The originals should be retained by the Participant and must be delivered to the Authority on request.

Part B

TENDER SUBMISSION TEMPLATE

1. **Procurement specific questionnaire (PSQ)**

Please provide a completed procurement specific questionnaire which accompanies this ITT (referenced at Schedule 7).

2. **Price**

Please complete the Pricing Schedule which accompanies this ITT (referenced at Schedule 6). All costs should be stated in pounds sterling (£) excluding VAT.

3. **Quality**

Please complete the Technical Questionnaire in this ITT (enclosed at Schedule 8).

4. **Form of submission certificate**

The submission should include the signed submission certificate on the Participant's headed paper in the format enclosed at Schedule 4.

5. **Offer**

The submission should include the signed offer on the Participant's headed paper in the format enclosed at Schedule 10.

SCHEDULE 4: SUBMISSION CERTIFICATE

This certificate must be printed on the headed paper of the Participant in the form of a letter addressed to the Authority. The certificate must be returned with each submission.

1. **Date**

This certificate is dated 18th March 2026. It relates to our submission for the Invitation to Submit a Tender for the Starkstrom Theatre Pendants, IPS (Isolated Power Supply) and UPS (Uninterruptible Power Supply), TCP (Theatre Control Panels) and Operating Lights under HTM 06-01 PA23 for a hospital environment

2. **Procurement specific questionnaire (PSQ) confirmation**

We confirm that our response to the procurement specific questionnaire is true and accurate in all material aspects as at the date of this certificate.

3. **Canvassing**

We certify that in making this submission we have not (and will not have before the award of any contract for the work):

- a. offered any inducement, fee or reward to any member or officer of the Authority or any person acting as an adviser for the Authority in connection with the Project; or
- b. done anything which would constitute a breach of the Bribery Act 2010; or
- c. canvassed any of the persons referred to in clause 3a of this Submission Certificate in connection with the Project; or
- d. contacted any officer of the Authority prior to the contract being awarded about any aspect of the Project in a manner not permitted by this procurement (including without limitation a contact for the purposes of discussing the possible transfer to our employment of such officer for the purpose of the Project).

4. **Non-collusion**

We certify that this submission is made in good faith and that we have not (and will not have before the award of any contract for the work):

- a. fixed or adjusted the amount of our submission by or in accordance with any agreement or arrangement with any other Participant; or
- b. entered into any agreement or arrangement with any other person that the other person shall refrain from making a submission or as to the amount of any submission to be submitted; or
- c. caused or induced any person to enter into such agreement as is mentioned in either clauses 4a or 4b of this Submission Certificate or to inform us of the amount or approximate amount of any rival submission; or
- d. communicated to any person other than the Authority the amount or approximate amount of our proposed submission (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the submission or where both are acting as members of a consortium which has made a submission).

5. **Use of Artificial Intelligence**

We certify that we have clearly identified any text forming part of our submission which has been generated by artificial intelligence or machine learning tools, including large language models, and that any such text has been checked and verified for accuracy.

In this certificate, the word "person" includes any persons and anybody or association, corporate or unincorporated; any "agreement" or "arrangement" includes any transaction, formal or informal and whether legally binding or not; and "work" means the work in relation to which this submission is made.

Signature:

in the capacity of :

Name (Block Capitals) :

Authorised to sign the submission for and on behalf
of:

SCHEDULE 5 – TECHNICAL SPECIFICATION

Please refer to 'Schedule 5 - Technical Specification' which accompanies this ITT

SCHEDULE 6 – PRICING SCHEDULE

Please complete the accompanying 'Schedule 6 Pricing Schedule' and return with your submission.

Part A – Pricing Terms and Conditions

- The winning Supplier must keep updated records of all spend incurred by the Client.
- Total amount invoiced including breakdown of cost
- Number of hours, whether in or out of normal working hours
- Parts supplied including type and number
- Details of engineer attending

Part B – Pricing document

The Contract will be awarded on a PPM basis, plus ad-hoc spend for work that sits outside the PPM schedule. Price will therefore be made up of the following two components:

Price component	Description
Fixed PPM Contract price	The annual price offered for the fixed PPM Contract.
Additional costs	The Client has created a scenario surrounding the number of visits and value of spare parts during an average year for evaluation purposes. You are asked to provide pricing for different elements of additional costs, such as call out fees and hourly labour rates. A total of additional costs will then be calculated.

The Client will add your Fixed PPM Contract price to your additional costs, to obtain a single price for the contract term. This is for evaluation purposes only; you should note this is not guaranteed business. Methodology is detailed in 6.2 of Schedule 1 of this document.

SCHEDULE 7 – PROCUREMENT SPECIFIC QUESTIONNAIRE (PSQ)

Please Complete the accompanying, Schedule 7 – 'PSQ' and return with your submission

Current Government guidance:

[PA23 Procurement Specific Questionnaire V2.0.docx](#)

SCHEDULE 8 – TECHNICAL QUESTIONNAIRE – 60% weighting

Q1. Describe how your maintenance approach ensures compliance with HTM 06-01, BS 7671, and IEC 60364-7-710 for Group 2 medical locations (operating theatres, ICU, interventional suites). Include procedures for insulation monitoring, first-fault continuity on medical IT (IPS) circuits, and documentation packs provided after visits.

Evidence requested: Method statement; sample test sheets; competency matrix; example reports.

Why asked: The Specification and core standards require these controls for Group 2 areas and medical IT systems.

Response:

Q2. Explain how you verify that IPS subcircuits sustain operation during and after a first earth fault, including alarm thresholds, fault location, and actions taken by engineers.

Evidence requested: IPS test procedure; sample IMD/IFLS screenshots; alarm matrix; escalation SOP.

Why asked: IPS must maintain supply at first earth fault; alarms and monitoring are mandated in HTM/IEC guidance

Response :

Q3. Detail the UPS testing regime (e.g., online double conversion, autonomy checks, transfer performance) and how UPS alarms are integrated to TCP and BMS.

Evidence requested: UPS maintenance checklist; autonomy test records; interface diagrams; sample TCP/BMS alarm logs.

Why asked: The Specification sets UPS performance and integration requirements to ensure continuity to critical circuits.

Response :

Q4. Outline your approach to verifying equipotential bonding in theatres (e.g., EBB inspections) and managing extraneous conductive parts during maintenance.

Evidence requested: Bonding test records; EBB inspection sheets; risk assessment templates.

Why asked: Electrical safety in Group 2 locations requires robust bonding and control of conductive parts.

Response: :

Q5. Provide your maintenance procedures and payload verification for S200, S300, S400, S500 pendants, including brakes, rotation, rise/fall, and accessories.

Evidence requested: OEM-aligned maintenance instructions; sample pendant service reports; torque/brake test results.

Why asked: The Specification lists pendant types and features; maintenance must follow OEM recommendations.

Response: :

Q6. Describe your competency and test methods for TCP functions (ventilation, lights, AGSS, IPS/UPS alarms, environmental displays).

Evidence requested: TCP test procedure; calibration records for sensors; interface verification checklist.

Why asked: TCP integrates safety-critical alarms and controls per the Specification.

Response: :

Q7. Explain your approach to maintaining LED surgical lights (including colour temperature control, lux verification) and integration with UCV canopies/TCP.

Evidence requested: Photometric test results; OEM maintenance guides; sample calibration certificates.

Why asked: Operating lights must meet IEC surgical lighting standards and integrate with theatre systems.

Response: :

<p>Q8. Set out your annual service visit methodology aligned to HTM and manufacturer procedures (working hours vs out-of-hours), including insulation monitoring tests and UPS autonomy checks.</p> <p>Evidence requested: PPM plan; sample completed service sheets; autonomy test report; HTM checklist.</p> <p>Why asked: Annual testing and specific IPS/UPS checks are defined in the Specification.</p>
<p>Response: :</p>
<p>Q9. Provide a sample post-service report showing work performed, parts replaced, recommendations, and signatures (Ops Manager/Officer). Confirm turnaround for hard copy and e-copy within one week.</p> <p>Evidence requested: Redacted sample report; workflow; QA sign-off record; email templates.</p> <p>Why asked: Reporting timelines and signatures are mandatory in the Specification</p>
<p>Response: :</p>
<p>Q10. Confirm the compliance documents you supply (e.g., UKCA Declaration of Conformity, electrical/medical gas safety certificates, factory acceptance test reports, lifecycle cost analysis).</p> <p>Evidence requested: Template pack; sample UKCA DoC; certificates; LCC methodology.</p> <p>Why asked: The Specification lists required compliance documentation.</p>
<p>Response: :</p>
<p>Q11. Describe how you meet the 8 working hour emergency response and the escalation pathway for serious faults (report to staff/Estates on call) vs minor recommendations.</p> <p>Evidence requested: On-call rota; dispatch SLAs; escalation SOP; incident log examples.</p> <p>Why asked: The Specification defines response times and reporting duties</p>
<p>Response: :</p>

Q12. Provide evidence of engineer qualifications for IPS/UPS/TCP/pendants/lights, and familiarisation with hospital policies/COVID guidance.

Evidence requested: Training matrix; certificates; DBS policy; induction records.

Why asked: Contractor responsibilities are stated in the Specification.

Response :

Q13. Describe how IPS/UPS alarms are combined and displayed on TCP and integrated with BMS, and how TCP/IP web server features are used for remote configuration and email alerts.

Evidence requested: Interface diagrams; alarm point lists; sample emails; cybersecurity controls for remote access.

Why asked: The Specification requires integrated alarms and remote web monitoring.

Response :

Q14. Propose measurable KPIs for this contract (e.g., PPM completion %, emergency response $\leq 8h$, first-fix rate, report turnaround ≤ 5 working days, alarm integration uptime) and explain how you will record and publish performance data as required under PA23 for larger contracts.

Evidence requested: KPI framework; sample dashboards; data quality plan; publication workflow.

Why asked: PA23 emphasises transparency and public reporting on KPIs, particularly for larger contracts.

Response :

Q15. Currently servicing is completed outside of clinical hours. Explain how you plan out-of-hours PPM to enable access to theatres and assess any cost impacts and mitigation (e.g., night shifts, weekend crews).

Evidence requested: Scheduling plan; resource plan; cost impact narrative; risk register.

Why asked: Theatres require out-of-hours PPM due to access constraints; previous contract operated OOH

Response: :

Q16. Confirm provision of a dedicated Account Manager, user training on request, and a technical support helpline; describe SLAs for each.

Evidence requested: Org chart; training catalogue; helpline SLA; sample comms plan.

Why asked: These service features are specified.

Response: :

Q17. Confirm acceptance of the NHS terms referenced and demonstrate familiarity with maintenance schedule obligations.

Evidence requested: Signed compliance statement.

Why asked: The Specification binds the contract to NHS Conditions for Provision of Services.

Response:

Q18. Quality Assurance

Does your organisation have ISO9001 accreditation? If so, please attach a copy of your current certificate.

If your organisation does not have ISO9001 accreditation, do you have an internal quality management system. If so, please provide details of your quality management system. This should include an explanation of how your organisation ensures customer requirements are determined and met, how you set objectives to achieve results, how these are measured, how you establish procedures and ensure these are being followed, what your procedure is for when things go wrong, and how you ensure staff are competent to deliver your service. If your organisation has them please

provide copies of your quality manual or policy, an example of a set of objectives and an example of a quality procedure.

Response :

Q19. Business Continuity

The Authority requires that the bidder shall maintain a detailed and current plan (which shall include a disaster recovery plan and recovery time objectives), which shall be updated annually or before any issues arise which is likely to impact business continuity. Any such plan MUST be demonstrable and contain evidence of regular updates.

The Business continuity plan must detail what provisions will be in place to ensure consistency of supply in the event of:

Adverse weather conditions

Vehicle and/or equipment failure

Industrial dispute/staffing shortages

Receivership

Major road disruptions and fuel shortages

Loss of premises

Loss of information technology

The plan should include, but not be limited to, details of:

Safeguarding arrangements

When and how the plan will be implemented

Fallback contact details

Fallback relocation plans

Temporary arrangements

Arrangements for reviewing and modifying the contingency plan

Please provide a summary in your response below:

Response :



SCHEDULE 9 – SOCIAL VALUE – 10% weighting

Fair Working Conditions - Question weighing - 25
Requirement:
<p>Q1: Please set out, in a method statement and project plan, the specific, measurable and time bound commitment(s) your organisation will make to deliver fair working conditions, and the following Award Criteria below.</p> <p>Social value model award criteria and sub-criteria</p> <p>Detail how, through the delivery of the contract, how your organisation will provide fair working conditions.</p> <p>The content of the method statement and project plan should contain the following elements, and be relevant to the delivery of the subject matter and contract.</p> <p>Activities that demonstrate and describe the Supplier's existing or planned activities for the contract workforce:</p> <ul style="list-style-type: none"> • Providing opportunities for, and measuring and monitoring of, staff workforce conditions over time, including employee engagement, involvement in decision-making and satisfaction and adapting to any changes in the results, with clear processes for acting on issues identified • Plans to engage the contract workforce in deciding the most important workplace issues to address • Ensuring new workers are informed of their right to join a trade union • Monitoring of employee engagement rates (by protected characteristic) and, where necessary, the development of actions to ensure all voices are heard across the diversity of the workforce • Employment contracts that reflect actual hours worked; steps taken to ensure employees understand their contracts and have the ability to review and adjust them if actual hours regularly exceed contracted hours • Activities that support an environment where staff are educated about, and feel empowered to, address their physical wellbeing. Illustrative examples include sleep, nutrition, physical activity, smoking, alcohol use, financial literacy and pension planning • Activities that support an environment where staff are educated about and feel empowered to report and address bullying and harassment

- Activities to cascade good practice on fair working conditions throughout the supply chain
- Offer a pay and leave entitlement to all eligible staff who become kinship carers, ideally equivalent to statutory adoption pay and leave

Metrics:

- Number of people working on the contract (aged 16 and above) who have a permanent contract.

Response: :

Learning and skills development opportunities relevant to the contract to address skills gaps - Question weighting - 25

Requirement:

Q2: Please set out, in a method statement and project plan, the specific, measurable and time bound commitment(s) your organisation will make to deliver learning and skills development opportunities relevant to the contract to address skills gaps.

Social value model award criteria and sub-criteria

Detail how, through the delivery of the contract, your organisation's approach to delivering learning and skills development opportunities relevant to the contract to address skills gaps.

The content of the method statement and project plan should contain the following elements, and be relevant to the delivery of the subject matter and contract.

Activities that demonstrate and describe the supplier's existing or planned:

- Understanding of employment and relevant skills issues, and of the education and training issues relating to the contract. Illustrative examples: demographics, skills shortages, new opportunities in high growth sectors, geographic/local community and skills/employment challenges
- Support for educational attainment relevant to the contract, including training schemes that address skills gaps and result in recognised qualifications

- Activities to support relevant sector related skills growth and sustainability in the contract workforce. Illustrative examples: careers talks, curriculum support, literacy support, safety talks and volunteering

- Delivery of apprenticeships, supported internships and T Level industry placement opportunities (Level 2, 3 and 4+) in relation to the contract

Metrics:

- Number of training opportunities (Level 2, 3, and 4+) other than apprentices created or retained under the contract.

- Number of people-hours of learning interventions delivered under the contract, by UK region.

Response: :

Deliver additional environmental benefits in the performance of the contract, including working towards net zero greenhouse gas emissions and use of clean energy and green technologies - Question weighting - 25

Requirement:

Q3: Please set out, in a method statement and project plan, the specific, measurable and time bound commitment(s) your organisation will make to deliver additional environmental benefits in the performance of the contract, including working towards net zero greenhouse gas emissions and use of clean energy and green technologies, and the following Award Criteria below.

Social value model award criteria and sub-criteria

Detail how, through the delivery of the contract, your organisation's approach to delivering additional environmental benefits in the performance of the contract.

The content of the method statement and project plan should contain the following elements, and be relevant to the delivery of the subject matter and contract.

Activities that demonstrate and describe the supplier's existing or planned:

- Understanding of opportunities for additional environmental benefits delivery in the performance of the contract, including working towards net zero carbon emissions and use of clean energy and green technologies

• **Illustrative examples include:**

- Conducting pre-contract engagement activities with a diverse range of organisations in the market to support the delivery of additional environmental benefits in the performance of the contract
- Collaborative ways of working with the supply chain to deliver additional environmental benefits in the performance of the contract, including working towards net zero carbon emissions and use of clean energy and green technologies
- Delivery of additional environmental benefits through the performance of the contract, including working towards net zero carbon emissions and use of clean energy and green technologies

• **Illustrative examples include:**

- enhancing the natural environment such as habitat creation, increasing biodiversity such as increased numbers of pollinators
- green space creation in and around buildings in towns and cities, e.g. green walls, utilising roof tops for plants and pollinators
- improving air quality
- use of clean energy
- use of green technologies

Metrics:

- Annual reduction in carbon emissions arising from the performance of the contract, measured in metric tonnes carbon dioxide equivalents (MTCDE).
- Annual reduction in water use arising from the performance of the contract, measured in litres
- Annual reduction in waste to landfill arising from the performance of the contract, measured in metric tonnes
- Size of green spaces in m2 created under the contract, by UK region

Response: :

Create employment and training opportunities for those who face barriers to employment - Question weighting - 25

Requirement:

Q4: Please set out, in a method statement and project plan, the specific, measurable and time bound commitment(s) your organisation will make to create employment and training opportunities particularly for those who face barriers to employment and/or who are located in deprived areas, and for people in industries with known skills shortages or in high growth sectors, and the following Award Criteria below.

Social value model award criteria and sub-criteria

Detail how, through the delivery of the contract, your organisation will create employment and training opportunities particularly for those who face barriers to employment and/or who are located in deprived areas, and for people in industries with known skills shortages or in high growth sectors.

The content of the method statement and project plan should contain the following elements, and be relevant to the delivery of the subject matter and contract.

Employment Activities that demonstrate and describe the suppliers existing or planned:

- Understanding of employment and skills issues, and of the skills and employment shortages of high growth sectors relating to the contract. Illustrative examples:
 - o demographics, skills shortages, new opportunities in high growth sectors, groups under-represented in the workforce (e.g. those not in education, employment or training (NEETs), prison leavers, care leavers, kinship carers, disabled people and the long-term unemployed), geographic/local community and skills/employment challenges
- Creation of employment opportunities particularly for those who face barriers to employment, such as prison leavers, care leavers and/or who are located in deprived areas, and for people in industries with known skills shortages or in high growth sectors

- Delivery of training schemes and programmes to address any identified skills gaps and under-representation in the workforce for the contract (e.g. prison leavers, care leavers, kinship carers, disabled people)
- Advertising, promotional and outreach activities designed to raise awareness of the offer to reach the target cohort. Illustrative example: advertising in the in-scope organisation's local Job Centre Plus (illustrative example: advertising in the area relevant Job Centre Plus to the in-scope organisation)

Metrics:

- Number of employment opportunities created under the contract for people from groups underrepresented in the workforce.
- Number of apprenticeship opportunities (Level 2, 3, and 4+) created or retained under the contract for people from groups underrepresented in the workforce

Your organisation should provide a baseline for reporting against these metrics. Please also state the total number of people who will work on the contract (measured in roles, not Full Time Equivalents).

Response :

SCHEDULE 10 – OFFER

This offer is dated 18th March 2026. It relates to our submission for the Invitation to Submit a Tender for Starkstrom Theatre Pendants, IPS (Isolated Power Supply) and UPS (Uninterruptible Power Supply), TCP (Theatre Control Panels) and Operating Lights under HTM 06-01 PA23 for a hospital environment.

Our submission to you is an offer which is capable of legal acceptance by you to create a contract between us. This offer shall remain valid and in effect for a period of 90 days following the date of submission.

Signature:

in the capacity of :

Name (Block Capitals) :

Authorised to sign the submission for and on behalf

of:

SCHEDULE 11 – TERMS AND CONDITIONS OF CONTRACT

[HTTPS://WWW.PROCUREMENTSERVICES.CO.UK/MEDIA/X5WKKZWG/NHS-TERMS-CONDITIONS-PROVISION-OF-SERVICES-PO-VERSION-PA23.PDF](https://www.procurementservices.co.uk/media/x5wkkzWG/NHS-TERMS-CONDITIONS-PROVISION-OF-SERVICES-PO-VERSION-PA23.PDF)