

INVITATION TO TENDER

NHS Humber Health Partnership – Hull University Teaching Hospitals NHS Trust

For Fully Comprehensive Maintenance of passenger,
goods, bed and platform lifts across two sites

Issued on 21st August 2026

Notice identifier: 2026/S 000-080201

Procurement identifier (OCID): ocds-h6vhtk-06e9c8

LGM 39061

TABLE OF CONTENTS

1	BACKGROUND	2
2	PROCUREMENT OPPORTUNITY	3
3	INDICATIVE PROCUREMENT TIMETABLE.....	4
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 2: TERMS AND CONDITIONS OF PARTICIPATION	27
	SCHEDULE 3: SUBMISSION REQUIREMENTS	32
	SCHEDULE 4: SUBMISSION CERTIFICATE.....	34
	SCHEDULE 5 – Technical SPECIFICATION.....	36
	SCHEDULE 6 – PRICING SCHEDULE	37
	SCHEDULE 7 – PROCUREMENT SPECIFIC QUESTIONNAIRE (PSQ).....	39
	SCHEDULE 8 – TECHNICAL QUESTIONNAIRE – Weighting 60%	40
	SCHEDULE 9 – SOCIAL VALUE - 10% Weighting.....	45
	SCHEDULE 10 – OFFER.....	48
	SCHEDULE 11 – TERMS AND CONDITIONS OF CONTRACT	49

1 BACKGROUND

- 1.1 NHS Humber Health Partnership – Hull University Teaching Hospitals NHS Trust ("the Authority") is one of the largest NHS Trusts in England, providing a comprehensive range of acute and specialist healthcare services to patients across Hull, the East Riding of Yorkshire and the surrounding areas. The Trust operates from a number of healthcare facilities, including Hull Royal Infirmary and Castle Hill Hospital, which together provide a diverse range of clinical, diagnostic, treatment and support services.

The Authority is seeking to appoint a suitably qualified and experienced Contractor to provide a fully comprehensive maintenance service for passenger, goods, bed and platform lifts located across its hospital estate. The equipment forms a critical part of the Trust's infrastructure, supporting the safe movement of patients, staff, visitors, medical equipment, clinical supplies and waste throughout the hospitals.

The purpose of this procurement is to secure a single Contractor capable of delivering a high-quality, reliable and responsive maintenance service that ensures continued operational availability, statutory compliance and patient safety. The Contract will include planned preventative maintenance, routine inspections, emergency breakdown response, repairs, replacement of components where required under a fully comprehensive arrangement, technical support and associated management reporting.

The Authority's objectives are to:

Maintain safe and reliable operation of all lift assets across the estate.

Minimise disruption to clinical and non-clinical services through effective preventative maintenance and rapid response to breakdowns.

Ensure compliance with all relevant legislation, regulations, standards and industry best practice.

Improve asset performance and resilience through proactive maintenance and lifecycle management.

Deliver value for money over the duration of the Contract.

Establish a collaborative working relationship with a Contractor capable of supporting the Authority's operational and future estate requirements.

Further details of the equipment covered by this Contract and the specific service requirements are set out in Schedule 5 (Specification) and Schedule 6 (Pricing Schedule).

2 PROCUREMENT OPPORTUNITY

2.1 This opportunity is for Fully Comprehensive maintenance of passenger, goods, bed and platform lifts across two sites as detailed in Schedules 5 and 6. (Specification and Pricing Schedule).

2.2 On 21st August 2026 a tender notice was published by NHS Humber Health Partnership – Hull University Teaching Hospitals NHS Trust ("the Authority") on the Central Digital Platform inviting expressions of interest from organisations wishing to be selected to tender for the above opportunity.

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

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

2.4.1 "Act" means the Procurement Act 2023;

2.4.2 "Authority" has the meaning given in clause 2.2;

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

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

2.4.5 "Participant" has the meaning given in clause 2.23;

2.4.6 "Commencement Date" has the meaning given in clause **Error! Reference source not found.**;

2.4.7 "Initial Term" has the meaning given in clause **Error! Reference source not found.**;

2.4.8 "Portal" means OPTIMiSe;

2.4.9 "Regulations" means the Procurement Regulations 2024;

2.4.10 "Renewal Period" has the meaning given in clause 5.3.

3 INDICATIVE PROCUREMENT TIMETABLE

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

Issue of ITT	21 st August 2026
Deadline for receipt of clarification questions or comments	2 nd October 2026
Deadline for submission of tenders	12 th October 2026
Completion of evaluation	16 th November 2026
Despatch of assessment summaries	26 th November 2026
Intended publication of contract award notice	27 th November 2026
Expected end of mandatory standstill period	14 th December 2026
Contract Award Date	Following expiry of standstill period
Intended start of Implementation Period	15 th December 2026
Intended commencement of contract	1 st January 2027

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 **Mandatory Site visits**
- 4.5 In line with the details explained in the Technical specification site visits/lift inspections will take place on between – 24th August and 23rd September 2026.
- 4.6 Attendance at the site visit is mandatory. Bidders must confirm their attendance and availability to Procurement Services – Lifecycle at the earliest opportunity. Further details regarding the date, time and reporting location will be provided in due course.
- 4.7 Tenderers are required to undertake the site inspection prior to submitting their tender, as the information obtained may be necessary to inform their bid. Full details of the site visit requirements are contained within the accompanying Technical Specification.
- 4.8 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.
- 4.9 **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. 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 The Authority will enter into a contract with the successful Participant. The contract will include the terms set out in this ITT, specifically those in Schedule 2 ("Terms and Conditions of Participation") and Schedule 11 ("Terms and Conditions of Contract").
- 5.2 The Contract shall commence on the date specified by the Authority in the Contract Award Document issued to the Contractor ("1st January 2027") and, subject to clause 5.3 below, shall continue for an initial term of one (1) year (the "Initial Term").

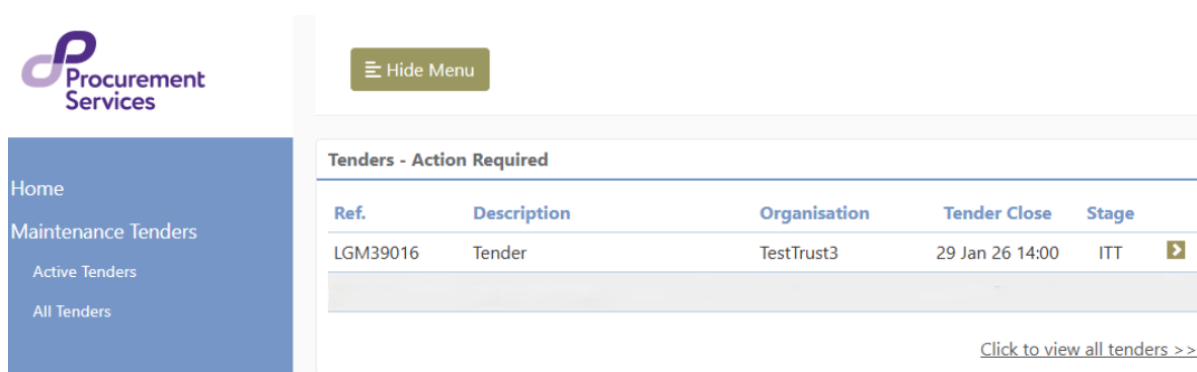
- 5.3 At the sole discretion of the Authority, the Contract may be extended for up to four (4) additional periods of one (1) year, subject to satisfactory Contractor performance and continued service requirements. The maximum potential Contract term shall therefore be five (5) years from the Commencement Date.
- 5.4 The estimated annual value of the Contract is £37,000.00. This does not include any historic ad-hoc spend outside of the fully comprehensive contract.
- 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 23rd September 2026.
- 5.8 The Authority will review comments received by Participants by 2nd October 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.



The screenshot shows the Procurement Services OPTIMiSe portal. On the left is a blue sidebar menu with the 'Procurement Services' logo at the top. The menu items are: Home, Maintenance Tenders, Active Tenders, and All Tenders. The main content area has a 'Hide Menu' button at the top. Below it is a section titled 'Tenders - Action Required' which contains a table. The table has five columns: Ref., Description, Organisation, Tender Close, and Stage. There is one row of data: LGM39016, Tender, TestTrust3, 29 Jan 26 14:00, and ITT. A green box with a white arrow icon is next to the ITT stage. At the bottom right of the table area is a link that says 'Click to view all tenders >>'.

Ref.	Description	Organisation	Tender Close	Stage
LGM39016	Tender	TestTrust3	29 Jan 26 14:00	ITT

[Click to view all tenders >>](#)

- 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

Hide Menu

Home Log Out

Home
Maintenance Tenders
Active Tenders
All Tenders

Invitation to Tender

LGM39016: Tender

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

Uploaded Documents: No documents attached.

- 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 submitted documents cannot be accessed until after the return deadline. Before uploading, make sure you have:

Answered all questions directly within the Technical Questionnaire and Social Value sections of this ITT (not in a separate document).

Completed and signed all required sections of this document.

Uploaded this document along with any other requested supporting documents.

All evidence must be clearly labelled with the question it relates to. If the link between the evidence and the question is unclear, the evaluation panel may disregard it.

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 for Fully Comprehensive maintenance of passenger, goods, bed and platform lifts across two sites .
- 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.

8 TUPE

- 8.1 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.
- 8.2 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.
- 8.3 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.
- 8.4 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.
- 8.5 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.
- 8.6 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.

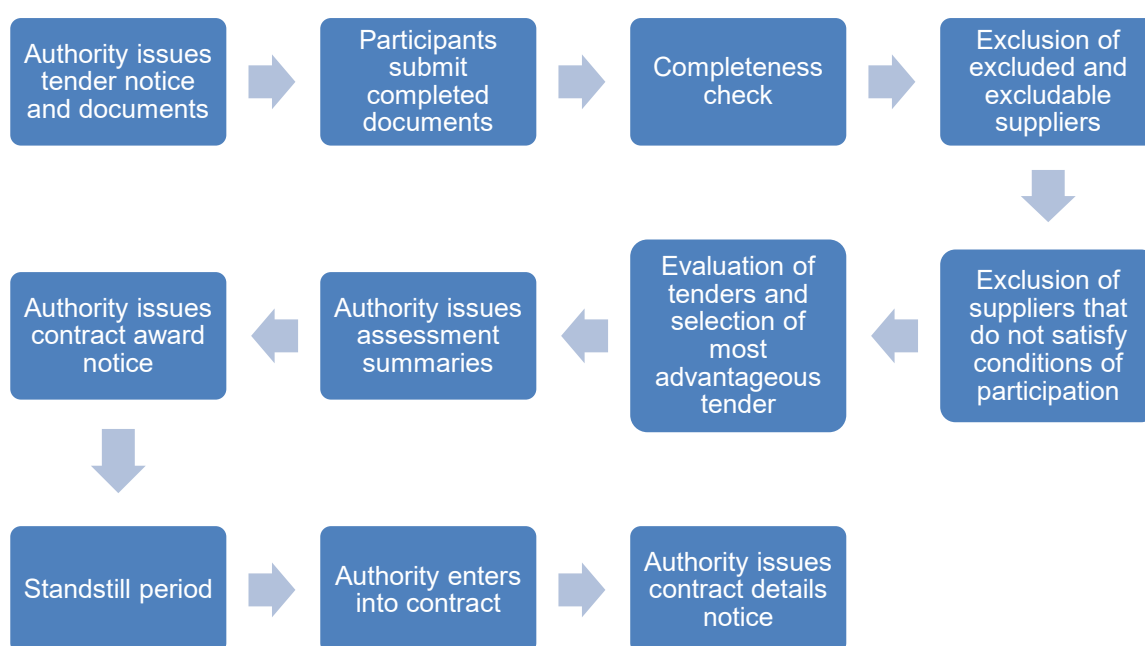
- 8.7 The TUPE information will be provided by the existing provider and, therefore, the Authority does not warrant the accuracy or completeness of this information and does not accept any liability ensuing from any inaccuracy in, or omission from, the information.

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 3 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 providing a PDF copy of the information stored on the CDP with their submission.
- 2.1.4 **Stage three (Application of conditions of participation):** 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 4 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 5 below.
- 2.1.6 As part of Stage four all Participants may be invited to present their tenders to the Authority and its project team for the purpose of clarification and confirmation. The presentations shall not be scored but will be used to clarify and confirm the tender submission. The scores awarded to Participants may be adjusted in consideration of the presentation and clarification questions asked by the evaluation panel.
- 2.1.7 **Standstill to entry into contract**

- 2.2 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.
- 2.3 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).
- 2.4 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.

3 Excludable Suppliers

- 3.1 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	Yes
Labour market misconduct (outside UK)	Schedule 7 paragraph 2	Yes
Labour market misconduct (evidence of offence under specified legislation)	Schedule 7 paragraph 3	Yes
Environmental misconduct	Schedule 7 paragraph 4	Yes
Insolvency, bankruptcy, etc	Schedule 7 paragraph 5	Yes
Participant or connected person has suspended or ceased carrying on all or a substantial part of its business.	Schedule 7 paragraph 6	Yes
Potential competition infringements – Chapter I	Schedule 7 paragraph 7	Yes

Potential competition infringements – Chapter II	Schedule 7 paragraph 8	Yes
Regulator decision in respect of competition infringement – Chapter II	Schedule 7 paragraph 9	Yes
Potential competition infringements – cartel offence	Schedule 7 paragraph 10	Yes
Professional misconduct	Schedule 7 paragraph 11	Yes
Breach of contract and poor performance	Schedule 7 paragraph 12	Yes
Acting improperly in procurement	Schedule 7 paragraph 13	Yes
National security	Schedule 7 paragraph 14	Yes

4 Conditions of participation

- 4.1 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.
- 4.2 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.
- 4.3 The Authority must determine whether you have the financial capacity and stability to perform the service.

Credit Score:

- 4.4 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.
- 4.5 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.

- 4.6 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.
- 4.7 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

- 4.8 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.

5 Award Criteria

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

5.2 Commercial 30%

- 5.2.1 Participants must complete the pricing schedule enclosed at Schedule 6.

The price will be evaluated as follows:

- 5.2.2 **The Contract will be awarded on a fully comprehensive basis.** A section for parts pricing is included in the ad-hoc section of the Pricing Schedule, but this applies **only** to costs arising from misuse and is **not** part of the Fully Comprehensive contract. These ad-hoc parts costs will also be evaluated.

The overall price evaluation will therefore consist of two components:

1. **Fully Comprehensive Contract Price**
2. **Ad-hoc Parts Pricing (misuse only)**

Price component	Description
Fixed FC Contract price	The annual price offered for the fixed FC Contract.
Additional costs	The Client will estimate the number of visits and parts likely to be incurred during an average year for evaluation purposes. You will be 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 Fully Comprehensive 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. The following scoring methodology will then be used:

Price Scoring Methodology

The Bidder with the lowest cost will receive full marks for the price criterion. Other bidders' prices will be awarded marks by application of the following formula:

(Lowest overall price/Overall price being evaluated) x price weighting = price score.

For example, Bidder A submits a price of £1,000.00, Supplier B submits £1,250.00 and Supplier C submits £1,600.00, against a price weighting of 50%.

Supplier A will receive the full 50%, Supplier B receives 40%, and Supplier C receives 31.25%.

All bids will be scored in this manner.

5.3 **Technical 60%**

5.3.1 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 single question will be considered in evaluating your answer. Any documentation uploaded elsewhere, or information not detailed within that question response document, will not be considered in the evaluation of that question.

The Standard Technical Questions, along with the weighting assigned to each one, are shown in the table below.

Question weighting total score 100% against a weighting of 60%

Question No.	Requirement Being Assessed	Weighting – total 100%
Q1	Planned Maintenance Delivery and Compliance	15%
Q2	Emergency Response and Breakdown Management	15%
Q3	Management of LOLER Defects and Remedial Works	15%
Q4	Technical Competence and OEM Support	10%
Q5	Reliability, Asset Performance and Downtime Reduction	10%

Q6	Spare Parts and Obsolescence Management	10%
Q7	Health, Safety and Regulatory Compliance	7%
Q8	Contract Reporting, Documentation and Audit Management	7%
Q9	Site Conduct and Hospital Protocol Compliance	5%
Q10	Quality Assurance	3%
Q11	Business Continuety	3%

5.3.2 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 for Standard Technical Questions

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	Weak submission which does not fully address the question. 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.
3	Satisfactory and acceptable response	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. There are some minor reservations or weaknesses in the submission.
4	Fully compliant response	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.

5.4 Social Value 10%

- 5.4.1 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.
- 5.4.2 Participants must submit a single response to each of the questions listed in the Social Values document enclosed at Schedule 8. For each question, only the information you provide specifically within that single question will be considered in evaluating your answer. Any documentation uploaded elsewhere, or information not detailed within that question, will not be considered in the evaluation of that question.

The Social values questions, along with the weighting assigned to each one, are shown in the table below.

Question weighting total score 100% against a weighting of 10%

Question No.	Requirement Being Assessed	Weighting – total 100%
Q1	Local Economic Growth, Employment and Skills Development	30%
Q2	Supporting Local SMEs, VCSEs and Responsible Supply Chains	20%
Q3	Carbon Reduction, Environmental Sustainability and Waste Management	25%
Q4	Equality, Diversity, Inclusion and Workforce Wellbeing	15%
Q5	Community Benefit, Social Impact and Reporting	10%

Scoring Methodology for Social Value Questions

Scoring range = 0-4	Categorisation	Evaluation description
0	No response	Participant has failed to provide a response or has failed to provide a response with aggregate community benefit points at least equal to the minimum specified.
1	Poor	Participant has demonstrated limited understanding, and the response suggests the Participant will have difficulty delivering and managing delivery of community benefits. The response lacks tangible commitments. No clear approach to the delivery of Community Benefits is provided.
2	Acceptable	Response includes an understanding of managing and some relevant expertise to deliver Community Benefit commitments. Outlines a sufficient methodology for delivery.
3	Good	Response includes an understanding and detailed approach to management and delivery of Community Benefit commitments. The response includes a clear approach to maximise Community Benefit outcomes delivered, and the methodology includes relevant partners and intermediary organisations that will assist in delivery.
4	Excellent	Response includes clear understanding and delivery of Community Benefit Requirements and demonstrates stakeholder consultation and analysis. Clearly outlines approach to maximising outcomes and outlines methodology incorporating partners and intermediary organisations. Has outlined innovative ideas for delivering and maximising the Community Benefit Outcomes.

5.4.3 The Participant's score will be multiplied by the weighting specified for Social values in the Scoring Matrix below (Final Score and Award) of this Schedule 1.

5.5 Final Score and Award

5.5.1 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 – including ad-hoc spend outside of the fully comprehensive contract	30%
Technical	60%	Technical Ability	60%
Social Value	10%	Social Value	10%
TOTAL	100%		100%

5.5.2 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.
3. For consistency, all Participants must complete the questions and provide the required information directly within this ITT document. Submitting information in separate documents can create confusion for the evaluation panel and makes it harder and more time-consuming to confirm that all required information has been provided.
4. 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.
5. The documents which require signatures should be signed and submitted. Electronic signatures will be accepted.
6. To help the evaluation panel easily match each piece of evidence to the relevant question, please label every document with the corresponding question number and prefix it with both the question number and your company name.

Part B**TENDER SUBMISSION TEMPLATE****1. Procurement specific questionnaire (PSQ)**

Please provide a completed procurement specific questionnaire (enclosed at Schedule 7).

2. Price

Please complete the Pricing Schedule (enclosed at Schedule 6). All costs should be stated in pounds sterling (£) excluding VAT.

3. Quality

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

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 12th October 2026. It relates to our submission for the Invitation to Submit a Tender for the

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 refer to 'Schedule 6 – Pricing Schedule' which accompanies this ITT. Please complete the accompanying, Schedule 6 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

A.1 Indexation

The Authority is seeking a fixed priced contract for the duration.

A.2 Payment profile clause

The Client will raise an upfront order for the full contract duration and require invoicing monthly in arrears.

Invoices must be clearly marked with the current purchase order number together with the name, area and location of the equipment/area worked on.

Any repairs up to the value of £500 (plus VAT) can be undertaken after verbal agreement from Estates and a purchase order number will be provided. Repairs over the value of £500 (plus VAT) require a quotation with a full cost breakdown, no work should be undertaken before a separate purchase order is received.

Any authorised repairs undertaken should be clearly marked as such on invoices with a full cost breakdown and fully itemised.

All invoices must be paid within 30 days of receipt and not incur interest.

All invoices to be addressed to the following, and sent via email:

Hull University Teaching Hospitals Trust,

PO BOX 17390,

Birmingham,

B9 9NG

Central Support Services Mail Address: **elfs.356hey@cloud-trade.net**

Part B – Pricing document

The methodology is detailed above, Schedule 1, section 5.2 for Commercial. Pricing schedule at Schedule 6 which accompanies this tender.

SCHEDULE 7 – PROCUREMENT SPECIFIC QUESTIONNAIRE (PSQ)

Please refer to Schedule 7 – ‘PSQ’ which accompanies this ITT. Please complete the accompanying, Schedule 7 and return with your submission.

Current government guidance:

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

SCHEDULE 8 – TECHNICAL QUESTIONNAIRE – Weighting 60%

Please complete your answers to each question within this ITT and return the completed document with your submission.

Q1 – Planned Maintenance Delivery and Compliance

Describe how you will deliver the planned maintenance regime, including scheduling, visit tolerances, engineer resourcing, minimum time-on-site requirements, and performance monitoring arrangements.

Response: []

Q2 – Emergency Response and Breakdown Management

Explain how you will achieve the required response times for entrapments and breakdowns, including 24/7 coverage, escalation procedures, and performance monitoring.

Explain your escalation arrangements where response times are at risk of being exceeded, including management interventions, communication protocols, contingency measures and reporting arrangements.

Provide relevant KPI evidence demonstrating achievement of response targets on comparable contracts.

Response: []

Q3 - Management of LOLER Defects and Remedial Works

Describe your end-to-end process for managing LOLER inspections, remedial actions, immediate defects, tracking, reporting, evidence retention, and completion within required timescales.

Response:

Q4 – Technical Competence and OEM Support

Demonstrate how you will ensure suitably qualified engineers are available throughout the contract and explain access to specialist OEM support when required.

Your response should include workforce planning, training and development arrangements, succession planning, and how engineering competency and service continuity will be maintained where engineers leave the business or key personnel are unavailable.

Response:

Q5 - Reliability, Asset Performance and Downtime Reduction

Explain your approach to reducing breakdowns, improving lift reliability, proactive maintenance, fault diagnostics, and minimising downtime. Include examples from comparable contracts.

Response:

Q6 – Spare Parts and Obsolescence Management

Describe how spare parts availability will be maintained throughout the contract, including inventory management, storage arrangements, and management of obsolete components.

Explain how risks identified during the pre-contract condition survey will be recorded, monitored, prioritised and managed throughout the contract term, including ownership of actions, reporting arrangements and escalation of high-risk issues.

Response:

Q7 – Health, Safety and Regulatory Compliance

Explain how you will ensure compliance with all relevant legislation, standards, safe isolation procedures, risk management, and hazard identification requirements.

Response:

Q8 – Contract Reporting, Documentation and Audit Management

Describe how maintenance records, service sheets, defect reports, LOLER documentation, and audit reports will be managed, submitted, and maintained.

Provide examples of the monthly contract review reports, KPI dashboards, trend analysis reports and action trackers that would be used to manage contract performance. Explain how performance data will be analysed, reported and used to drive continuous improvement, identify recurring issues and demonstrate compliance with contract requirements.

Response:

Q9 – Site Conduct and Hospital Protocol Compliance

Explain how you will ensure engineers comply with Trust conduct requirements, visitor management procedures, identification requirements, and site-specific protocols.

Response:

Q10 - Quality Assurance

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

[Attach valid document with your submission]

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.

[Attach valid document with your submission]

Response:

Q10 - 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:

Response:

SCHEDULE 9 – SOCIAL VALUE - 10% Weighting

Please complete your answers to each question within this ITT and return the completed document with your submission.

Social Values

Q1 – Local Economic Growth, Employment and Skills Development

Describe how your organisation will support local economic growth throughout the contract, including the creation of employment, apprenticeship, work experience, training and skills development opportunities for local residents and individuals experiencing barriers to employment. Your response should include measurable commitments, delivery timelines, target groups, monitoring arrangements and expected outcomes.

Response:

Q2 – Supporting Local SMEs, VCSEs and Responsible Supply Chains

Explain how you will maximise opportunities for local SMEs and VCSEs through your supply chain and demonstrate how you will ensure ethical sourcing, modern slavery prevention and responsible business practices. Include measurable commitments, spend targets, supplier engagement activities, monitoring arrangements and reporting mechanisms.

Response: | |

Q3 - Carbon Reduction, Environmental Sustainability and Waste Management

Describe how you will reduce the environmental impact of delivering this contract, including carbon reduction initiatives, fleet management, energy efficiency measures, waste minimisation, reuse, recycling and circular economy activities. Include measurable targets and explain how performance will be monitored and reported.

Response: | |

Q4 – Equality, Diversity, Inclusion and Workforce Wellbeing

Describe how you will promote equality, diversity and inclusion within the workforce delivering this contract, including actions to address inequalities and improve workforce representation. Explain how you will support the physical and mental wellbeing of employees and provide measurable commitments and performance indicators.

Response: | |

Q5 – Community Benefit, Social Impact and Reporting

Explain how your organisation will contribute to local community wellbeing through volunteering, charitable activities, community projects and wider social impact initiatives. Include measurable commitments and describe how delivery of all Social Value commitments will be monitored, evidenced and reported throughout the contract.

Response: | |

SCHEDULE 10 – OFFER

This offer is dated 12th October 2026. It relates to our submission for the Invitation to Submit a Tender for the Fully Comprehensive maintenance of passenger, goods, bed and platform lifts across two sites as detailed in Schedules 5 and 6. (Specification and Pricing Schedule).

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

PA23 TS AND CS LINK:

[HTTPS://WWW.PROCUREMENTSERVICES.CO.UK/MEDIA/0YWESFEZ/NHS-TERMS-CONDITIONS-PROVISION-OF-SERVICES-PO-VERSION-PA23.PDF](https://www.procurementservices.co.uk/media/0YWESFEZ/NHS-TERMS-CONDITIONS-PROVISION-OF-SERVICES-PO-VERSION-PA23.PDF)