

Section 3a – Equipment Requirements and Equipment Assessment

Equipment Requirements

Summary of proposed approach:

The Authority is proposing to define two categories of Equipment within the Pricing Schedule:

- **Catalogue Equipment**
Equipment listed within the Pricing Schedule (tab: 'Input 1. Catalogue Equipment'). This includes Equipment that is, in some cases, specified by brand or manufacturer.
- **Ex-Retail Equipment**
Equipment previously issued through the Retail model, now incorporated into this proposed procurement and listed within the Pricing Schedule (tab: 'Input 2. Ex Retail Equipment'). This Equipment is not specified by brand or manufacturer.

Where Catalogue Equipment is branded, it is proposed that Tenderers may propose a Technical Equivalent (TE). A TE must be demonstrably equivalent in functionality, specification and performance to the named Catalogue Equipment.

The following is being considered for Equipment Requirements:

- For Catalogue Equipment:
 - Tenderers can either:
 - Supply the specified branded Equipment listed in the Pricing Schedule, or
 - Propose a TE, being Equipment that performs the same core function(s) as the item listed and meets the requirements of the relevant Technical Specification and, falls within the specified tolerance.
- For Ex Retail Equipment:
 - Tenderers must:
 - Supply Equipment which is compliant with the description in the Pricing Schedule and the relevant Technical Specification.
 - All TEs must:
 - Meet all mandatory requirements of the relevant Technical Specification, including safety features, safety standards, and compliance requirements; and
 - Fall within a tolerance of $\pm 5\%$ of the defined key dimensional, capacity, and performance criteria.
 - Equipment which is not a TE (i.e. branded or Ex Retail Equipment):
 - Must comply fully with all elements of the relevant Technical Specification.
 - No additional tolerance applies beyond the Technical Specification.
 - The Technical Specification for each Equipment item is set out in the 'Technical Specification' document.
- Evidence for Compliance

- A data sheet is required for every TE and Ex Retail item to demonstrate compliance with the relevant Technical Specification.
- Equipment samples (if requested)
 - The highest scoring compliant tenderer may be required to provide Equipment samples:
 - Free of charge
 - Delivered within 5 working days
 - Sent to a Lancashire address
 - Samples will be assessed to confirm compliance with the Technical Specification.

- **Equipment Assessment**

Tenderers will be required to self-certify that all Equipment and TE fully comply with the requirements.

As part of their tender submission, Tenderers must confirm that:

- All Equipment meets all requirements specified within the Technical Specification; and
- Where applicable, Equipment complies with the stated $\pm 5\%$ tolerance thresholds.

This will be assessed on a pass/fail basis as follows:

- Pass: The Tenderer provides a compliant self-certification confirming that all Equipment and TE meet the mandatory requirements and applicable tolerances.
- Fail: The Tenderer does not provide the required self-certification, or explicitly indicates non-compliance with mandatory requirements.

The Authority propose to have an Equipment assessment during the mobilisation period and if a TE is found not to comply with the requirements, the Equipment must be changed for an acceptable replacement at the Tendered Price.

The Authority reserves the right, at its sole discretion, to request and review supporting evidence (including data sheets, product specifications, or samples) to verify compliance with the Technical Specification, prior to contract award.

- Such verification may be undertaken where the Authority identifies:
 - Abnormally low or high pricing, which may indicate a potential risk to compliance or quality;
 - Any other reason where the Authority considers further assurance is required.
- Progression through tenderers
 - If the top-ranked tenderer is rejected from the evaluation process:
 - The next highest scoring tenderer is assessed.
 - This continues until a tenderer passes.
- Purpose of the approach
 - To minimise unnecessary cost and effort for tenderers by only requesting product samples where needed.