

**DOCUMENT OF FREQUENTLY ASKED QUESTIONS IN A
PRELIMINARY CONSULTATION PROCESS TO THE
MARKET**

(CPM)

FAQS

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CONSULTATION AND PARTICIPATION PROCESS

1. *¿What is sought with the Consultation?*

We seek the presentation of innovative proposals aimed at responding to the challenge posed for comprehensive support for diagnosis through urgent remote-assisted ultrasound in the public hospitals of Navarra.

These proposals will serve to evaluate market capabilities and define functional specifications that involve innovation and are feasible to achieve through a public procurement instrument.

The purpose of this type of procedure is not to receive offers, but rather to receive solutions that help resolve unmet needs.

2. *¿Does the Consultation have selection criterion?*

The Consultation does not have selection criterion. There will be specific criterion, if any, in future tenders.

3. *¿Participating entities that do not have their headquarters in Spain, how do they participate? Would you have problems when opting for the future tender?*

The call for consultation is open to any natural or legal person. For the future tender, those indicated in the public sector contracts law (CHAPTER II: Capacity and solvency of the entrepreneur) will have the capacity to contract with the public sector, in addition to the Spanish ones, in any case, non-Spanish companies from Member States of the European Union or of the signatory States of the Agreement on the European Economic Area that, in accordance with the legislation of the State in which they are established, are authorized to provide the service in question.

When the legislation of the State in which these companies are established requires special authorization or membership in a specific organization to be able to provide the service in question there, they must prove that they meet this requirement. Without prejudice to the application of Spain's obligations derived from international agreements, natural or legal persons from States not belonging to the European Union or from States signatories to the Agreement on the European Economic Area must justify by means of a report that the State of origin of the Foreign company in turn admits the participation of Spanish companies in contracting with public sector entities similar to those listed in article 3, in a substantially analogous manner. Said report will be prepared by the corresponding Economic and Commercial Office of Spain abroad and will be accompanied by the documentation presented.

In contracts subject to harmonized regulation, the report on reciprocity will be dispensed with in relation to companies from signatory States of the Agreement on Public Procurement of the World Trade Organization. Additionally, the specific administrative clauses (PCAP) may require non-EU companies that are awarded works contracts to open a branch in Spain, with the appointment of attorneys or representatives for their operations, and to be registered in the Commercial Registry.

4. *¿What are the execution deadlines?*

The maximum execution period will be determined by the development of the projects, and a preliminary estimate cannot be made due to the breadth of the challenges covered.

5. *Can you participate in several proposals at the same time?*

Yes. It is possible to present different proposals for each area.

6. *¿Is it possible to submit a proposal in collaboration with another entity?*

It is possible to present proposals individually or jointly with other entities.

7. *¿Does it link the delivery of a proposal to a future hiring process?*

Possible future procurement procedures will be open to all possible proposals that meet the established conditions, whether or not they have been linked to the CPM. The delivery of proposals in the preliminary market consultation will not entail the generation of incentives or advantages for participating companies when awarding future contracts, nor will it be recognized as an award criterion or as a favorable weighted value.

8. *¿Is a specific TRL established for the solutions provided?*

A certain TRL is not established. However, it is expected to have proposals with a maturity level of at least TRL item 4, proof of concept.

9. *¿Will a specific model of Intellectual and Industrial Property Rights (DPII) be established?*

No IPR regulation model is established a priori, being completely open to different proposals from the entities. However, it will be necessary for participating companies to indicate their possible limitations regarding IPRs and risk sharing.

10. ¿Are partial tenders planned?

A specific number of tenders has not been proposed. There may be a single tender, or several. This will be clarified in the CPM's Report of Conclusions.

11. ¿Is being awarded one of the innovation purchase contracts compatible with receiving R&D&I aid for the projects?

The projects will be compatible with the receipt of complementary aid at the national and international level.

12. ¿Will the list of attendance at the Preliminary Market Consultations Presentation Day be published?

They will be published on the website: <https://www.navarrabiomed.es/es/cpmecografia> of those participants who have previously given their consent.

13. ¿How can I obtain the application form?

The form is published on the website: <https://www.navarrabiomed.es/es/cpmecografia> and on the Navarra Hiring Portal.

14. ¿How is the confidentiality of the documentation presented considered?

The participating entities will include in the information they provide their express consent so that the SNS-O can disseminate their participation and the issues and/or solutions raised in the consultation procedure.

However, the SNS-O may not disclose technical or commercial information that, where applicable, has been provided by the participants, designated by them and reasoned as confidential.

It will be the participants who must identify the documentation or technical or commercial information that they consider to be confidential.

Participating entities may designate specific sections of both the participation form and the complementary documentation as confidential. This circumstance must be clearly reflected in the section of the form designated for this purpose.

It will not be admissible to make a generic statement or to determine that all information is confidential.

15. ***¿Will the information on the application forms in response to the Preliminary Market Consultation (not the complementary documentation classified as confidential) always be published to all bidders?***

Information from the form classified as non-confidential by the participating entity may be published.

However, the objective of the final report of CPM conclusions is to draw generic, and not nominative, conclusions after analyzing the information received.

16. ***¿Can a completely confidential application form be submitted, that is, one that can be considered by the SNS-O to construct the tender specifications, but that is not published to the rest of the bidders?***

It will not be admissible to make a generic statement or to determine that all information is confidential.

Participating entities may designate specific sections of both the participation form and the complementary documentation as confidential. This circumstance must be clearly reflected in the section of the form designated for this purpose.

However, non-confidentiality does not imply that said information is published by name in the final report of the CPM's conclusions (see previous question).

17. ***¿What is the format for submitting the attached documentation?***

The presentation format will be Word or pdf.

18. ***¿Once the application is submitted, what are the procedures?***

After the preliminary consultation with the market, the results will be publicized, respecting the principle of confidentiality.

If it is deemed appropriate, the drafting and processing of the tender(s) can begin based on the ideas for solutions collected as a result of the consultation. In any case, these procedures will be open to all possible proposals that meet the established conditions, whether or not they have been linked to the CPM.

19. ***¿What is the deadline for submitting questions?***

The deadline for sending questions about this CPM is until April 2, 2024 (inclusive).

20. ¿What is the deadline for submitting responses?

The deadline for sending responses about this CPM is until April 5, 2024 (inclusive).

21. ¿What is the deadline for submitting proposals?

The deadline for the presentation of proposals begins the day after the publication of the call in the Navarra Contracting Profile, and on the website: <https://www.navarrabiomed.es/es/cpmecografia> and ends on 08/04/2024 at 11:59 p.m.

22. ¿How will participating entities be notified of new information regarding the progress of the preliminary consultations?

You will be notified through the enabled channels.

23. ¿Will the interviews with proposers to gather more information take place before or after the closing of the application period?

The interviews, if carried out, will be carried out once the deadline for receiving proposals has ended.

24. ¿Will all proposers be called for interviews?

First, the proposals received will be analyzed and who to call for an interview will be determined. It will not be mandatory to hold an interview with everyone, and a selection of these will be possible. The final report will reflect the number of interviews that have been carried out during the course of the CPM.

25. ***¿It seems that this is advanced information on viable alternatives for improvement to comprehensive diagnostic support through remote-assisted urgent ultrasound in the public hospitals of Navarra, which includes (1) the design of a solution that allows diagnosis, with the support of tele- ultrasound, to all patients who require it in the emergency services of the García Orcoyen Hospital in the Estella Area and the Reina Sofía Hospital in the Tudela Area, (2) the analysis of the information that allows the evaluation of the tele program -radiology and compliance with the established standards and indicators of the activity, as well as the contribution to scientific knowledge in its scope of application, and (3) adaptation of the support offered to the technological progress that occurs during the term of the contract.***
- Should the solution to be tendered cover all the aspects mentioned above?***

The solution must integrate diagnostic support through urgent ultrasound that allows remote diagnosis through tele-ultrasound to patients who require it in the emergency rooms of the regional hospitals of Navarra.

However, it is also interesting to know if the interested entities would only partially cover the challenge. Therefore, we would appreciate it if you could state in your response to the questionnaire what part of the aforementioned aspects your entity would cover.

26. ***¿Is it mandatory to respond to all the fields in the form?***

Yes, they all respond to some question related to the future bidding process: inclusion criterion; of selection; of adjudication.

SNS-O is interested in obtaining information on contractual formulas proposed for the execution of the service and contractual formulas planned to guarantee the continuous technological updating of the equipment used in the service. As well as the execution period of the contract they propose.

27. ***The form available in the website (English version) is not editable. Because we have a limited characters by question, could you please share the editable format?***

The form in editable format can be downloaded from the [web](#)

28. ***2- Which is the max number of characters by question in the form? (some questions specify it, others not)***

If the question doesn't specify it, there is no character limit.

29. **3- Is there a template to the proposal document, or is it in a free format? (“Participants must send their proposals by completing the participation form (Annex 2) published on the Navarra contracting portal and on the consultation website (section 1), as well as by preparing a proposal document. that describes the innovative solutions in response to the challenge posed, described in Annex 1”.)**

There is no template model, free format.

30. **What do I have to do and what is it for?**

The Navarra Health Service - Osasunbidea, hereinafter SNS-O, has launched a CPM associated with Public Procurement of Innovation (PPI) projects for access to emergency ultrasound as a fundamental part of comprehensive and continuous care for citizens. The purpose of the CPM is to collect from the market, if interested, proposals to develop an innovative solution to the challenge posed in the CPM.

In the event that one or more of the proposals put forward by the market are of interest to SNS-O, it is foreseeable that in the months following the CPM an PPI tender will be published to acquire the innovative solution for which companies could compete, and we therefore understand that it may be of interest to send us proposals within the framework of the aforementioned CPM.

The deadline for submitting proposals is **8 April 2024 at 23:59 hours**, as we reminded you in the email on which your enquiry is based. If you want to know the details of how to participate in the CPM you can do so through the publication made in the SNS-O contracting profile and in the web space enabled in the following link: <https://www.navarrabiomed.es/es/cpmecografia>

31. **What does the question in the participation form refer to: "What instruments do you consider to be the most appropriate for collaborative participation in an innovative process such as the one proposed?"?**

In this section of the form they are expected to propose ways to encourage collaborative participation in the development of the innovative solution, such as developing open innovation activities, widely disseminating the project, encouraging networking between entities involved in the CPM, contacting clusters or business associations with expertise in the field, etc.

In case they do not want to propose any specific instrument, the proposal would still be valid if the rest of the sections are properly filled in.