# PRE-PURCHASE QUESTIONNAIRE

**EXTENDED FORM PPQ – June 2003**

Produced by NHS Purchasing and Supply Agency, Scottish Healthcare Supplies, Northern Ireland CSA Regional Supplies Service and Welsh Health Supplies in conjunction with the Association of British Healthcare Industries

This form is intended to supply prospective purchasers with information about equipment being considered for purchase. It is intended principally for pre-purchase information on electrical medical, dental, ophthalmic and laboratory equipment. The form may also be used for other products, including non-electrical items, and to give information prior to equipment being supplied on loan, in which case not all the questions will be relevant. Please ensure all relevant questions are answered.

## For issue and completion by purchaser: PPQ Master Reference:

<table>
<thead>
<tr>
<th>A unique reference (preferably ten characters maximum) must be given by the supplier:</th>
<th>Supplier’s Reference:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[48x712] Supplier’s Reference:</td>
<td></td>
</tr>
<tr>
<td>[339x712] Supplier’s Reference:</td>
<td></td>
</tr>
<tr>
<td>[424x712] Supplier’s Reference:</td>
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</tr>
<tr>
<td>[48x695] Generic Device Type: Approved Medical Scale</td>
<td></td>
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<tr>
<td>[133x695] Generic Device Type: Approved Medical Scale</td>
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</tr>
<tr>
<td>[381x695] Equipment Model: M-999</td>
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<tr>
<td>[381x695] Equipment Model: M-999</td>
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</tr>
<tr>
<td>[48x678] Country of Origin: China</td>
<td></td>
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<tr>
<td>[133x678] Country of Origin: China</td>
<td></td>
</tr>
<tr>
<td>[381x678] Manufacturer: Marsden Weighing Machine Group Ltd</td>
<td></td>
</tr>
<tr>
<td>[381x678] Manufacturer: Marsden Weighing Machine Group Ltd</td>
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<tr>
<td>[48x661] Supplier: Marsden Weighing Machine Group Ltd</td>
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</tr>
<tr>
<td>[133x661] Supplier: Marsden Weighing Machine Group Ltd</td>
<td></td>
</tr>
<tr>
<td>[381x661] Telephone No: 08451307330</td>
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<tr>
<td>[381x661] Telephone No: 08451307330</td>
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<tr>
<td>[381x644] Fax No: 08451307440</td>
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<td>[381x644] Fax No: 08451307440</td>
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<tr>
<td>[381x644] e-mail: <a href="mailto:sales@marsdengroup.co.uk">sales@marsdengroup.co.uk</a></td>
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<tr>
<td>[381x644] e-mail: <a href="mailto:sales@marsdengroup.co.uk">sales@marsdengroup.co.uk</a></td>
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</tbody>
</table>

## CE MARKING

1. a) Does the product carry the CE marking? YES X NO
   b) If YES, to which EC Directive(s):
      i) Active Implantable Medical Devices Directive (90/385/EEC) YES
      ii) Medical Devices Directive (93/42/EEC) YES
      If YES, state classification of device (93/42/EEC Annex IX)
      iii) In Vitro Diagnostic Medical Devices Directive (98/79/EC) YES
      If YES, is the device: For self-testing? YES Covered by Annex II: List A? YES List B? YES NO
      For ii) and iii) above, Identification No. of Notified Body, if applicable 0120
   iv) EMC Directive (89/336/EEC or superseding directive)) YES X
   vi) Other Directive(s) (please specify) 2014/31/EU Non-Automatic Weighing Instruments

2. a) Is the product a ‘custom-made device’ (93/42/EEC)? YES NO X
   b) Is the product intended for ‘clinical investigation’ (93/42/EEC) or ‘performance evaluation’ (98/79/EC)? YES NO X

## MANAGEMENT SYSTEM STANDARDS

3. a) Is the manufacturer currently registered to any management system standards (eg ISO 9001, ISO 14001, ISO 13485)? YES X NO
   If YES, please state the standard(s) and certification body: ISO9001:2015 / SGS
   b) Is the supplier’s service and repair organisation currently registered to any management system standards? YES X NO
   If YES, please state the standard(s) and certification body: ISO9001:2015 / SGS

## SAFETY STANDARDS

4. For products not CE marked to 1 b) i), ii) or iii) above, with which safety standard(s) does the product comply?

<table>
<thead>
<tr>
<th>Standard</th>
<th>Test House</th>
<th>Certificate Number</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

## SERVICE / SPARES / INSTALLATION

5. Is service/repair information available? YES X NO Indicate contents below:
   (Please state YES, NO or N/A)

<table>
<thead>
<tr>
<th>Full circuit diagrams</th>
<th>Fault finding procedure</th>
<th>Preventative maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Repair information</td>
<td>Spare parts listing</td>
<td>List of special tools/test equipment/etc</td>
</tr>
<tr>
<td>YES</td>
<td>YES</td>
<td>N/A</td>
</tr>
</tbody>
</table>

If YES, please state whether also available on: Disk X Website X If Web, please state address www.marsden-weighing.co.uk

6. a) In addition to the service/repair information/manual, will training be required before competent technical personnel can provide:
   (Please state YES, NO or N/A)

<table>
<thead>
<tr>
<th>First-line maintenance</th>
<th>Calibration</th>
<th>Planned preventative maintenance</th>
<th>Repair</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO</td>
<td>NO</td>
<td>NO</td>
<td>NO</td>
</tr>
</tbody>
</table>

b) Is the supplier able to provide this training for the purchaser’s or a third party’s technical personnel? YES X NO
If YES, will this be free of charge? Or chargeable? YES X NO
If NO, please indicate if details of an organisation that is able to provide this training are available on request? YES NO
c) Is the provision of service/repair information conditional upon completion of training? YES  NO  X

d) In order to undertake maintenance/repair/calibration, is any special software/test equipment/tooling required? YES  NO  X

If YES, please indicate that details of special software/test equipment/tooling are provided on a separate sheet: YES  NO  X

7. a) Is the supplier able to provide an 'as required' repair/maintenance service in the UK? YES  X  NO

b) Is the supplier able to provide a contract repair/maintenance service? YES  X  NO

If YES, please confirm that details of repair/maintenance contracts are provided on a separate sheet. YES  X  NO

c) i) If repairs are normally performed by the supplier on the purchaser's site, please state typical response time:

Company: Marsden Weighing  Location: ROTHERHAM  Typical turnaround time: 3 DAYS

ii) If repairs are performed off-site, where will these be carried out?

Company:  Location:  Typical turnaround time: 3 DAYS

iii) Is free of charge loan equipment normally available? YES  NO  X

8. Please state if repair parts will be available to the purchaser’s or a third party’s suitably trained and equipped personnel: YES  X  NO

If YES, is the supply of repair parts conditional upon acquiring repair information? YES  Or training? NO  X

9. Please indicate when this model was first placed on the market: 2018

10. a) For how many years from the date of last manufacture is the supply of spare parts guaranteed? 7 YEARS

b) Is the product still in current production? YES  X  NO

If NO, indicate year of last manufacture: 01/01/2019

11. Is installation necessary? YES  X  NO

If YES, please confirm that details of all services required are provided on a separate sheet: YES  X  NO

12. Will software upgrades be notified? N/A  X  YES  NO

IONISING RADIATION

13. Does the product contain a source of ionising radiation or is it capable of emitting ionising radiation? YES  NO  X

DECONTAMINATION / REPROCESSING

14. a) i) Will the item be reprocessed (cleaned, disinfected, sterilised)? YES  X  NO  Other

If NO, go to Question 15.

ii) If YES, is the item intended to be: Non-sterile for single use Sterilised Disinfected X Other

iii) Is there a recommended maximum number of uses? YES  NO  X

If YES, please state:

iv) Are decontamination/reprocessing instructions supplied? YES  X  NO  X

v) Are instructions available for safe disposal? YES  X  NO  X

b) i) Is manual cleaning the only cleaning method specified before further reprocessing? YES  X  NO

ii) What is the maximum temperature that can be used for thermal disinfection? Temp: SEE USER MANUAL

iii) Are there any restrictions on detergent/disinfectant types? YES  X  NO  If YES, please state:

iv) Can the item withstand autoclaving at 137 °C for 3 minutes? YES  NO  X

v) Is the item compatible with other sterilization methods? YES  X  NO  If YES, please state:

vi) Does reprocessing require the use of specified equipment? YES  NO  X

If YES, please state equipment type (e.g. containers, processors, etc) and, where appropriate, parameters of operation (e.g. temp, pressure, etc):

  c) i) Are tools required to aid dismantling/reassembly, or are lubricants required? YES  NO  X

ii) If YES, are they supplied with the device or available optionally? Supplied Optional Neither

15. Please confirm that a copy of the warranty is provided on a separate sheet: YES  X

WARRANTY

DECLARATION

When reference is made to this form and its attachments within the process of obtaining the item, we agree that the purchaser will be entitled to rely upon the contents and subsequent non-compliance with the statements contained herein will entitle the purchaser to seek redress.

Name: Richard Black  Position: Managing Director

Company/Address: Unit 1, Genesis Business Park  Sheffield Road, Rotherham  S60 1DX

Date: 01/01/2019