



North Yorkshire and York

TENDERING AND PROCUREMENT INFORMATION

These pages provide information on the Procurement of Products and Services by NHS North Yorkshire and York. They also provide details of current and future tendering opportunities.

GENERAL PROCUREMENT

Formal tenders will normally be undertaken by NHS North Yorkshire and York where the intended expenditure exceeds £25,000 (inclusive of VAT).

Quotations will normally be undertaken by NHS North Yorkshire and York where formal tendering procedures are not adopted and where the intended expenditure or income exceeds £5,000 but not exceed £25,000. Quotations will be obtained from at least 3 suppliers.

There are two main routes NHS North Yorkshire and York can take when procuring or buying general supplies and services:

- Putting a service out to tender/quotation
- Using an existing National/Regional Framework Contract.

HEALTHCARE PROCUREMENT

NHS North Yorkshire and York is keen to ensure that its approach to the procurement of healthcare services fully meets the requirements of the Department of Health's Principles and Rules for Co-operation and Competition. NHS North Yorkshire and York will promote the need for greater plurality and openness in its selection of providers delivering services to the local health community.

NHS North Yorkshire and York will ensure that its procurement processes will:

- Be fair and open
- Encourage providers from all sectors to participate in tendering opportunities (including Independent, Voluntary and Social Enterprise providers)
- Promote Patient Choice
- Deliver safe, high quality services which offer value for money and are fit for purpose
- Promote Plurality and Competition where appropriate

There are a number of routes NHS North Yorkshire and York can take when procuring or buying new healthcare services:

- Putting a service out to tender

- Using an existing National/Regional Framework Contract.
- Utilising existing Core Medical Service Contracts
- Using the AWP (Any Willing Provider) model

Any Willing Provider (AWP) is a procurement model that PCTs can use to develop a register of providers accredited to deliver a range of specified services within a community setting. AWP opportunities will be advertised on the national Supply2Health portal. NHS North Yorkshire and York can approve a number of willing providers for the same service as long as they meet all required service criteria and quality standards.

National Standard Contracts for Healthcare Services. Unless there are exceptional circumstances, NHS North Yorkshire and York will expect to use the most relevant national contract for Healthcare services. These can be found on

www.dh.gov.uk/en/managingyourorganisation/commissioning/DH_085048

WHERE WE ADVERTISE TENDER AND QUOTATION OPPORTUNITIES

Tendering opportunities for healthcare services will be advertised on the national NHS Healthcare Opportunities Website:

www.supply2health.nhs.uk

Non-healthcare low value tenders will normally be advertised using the national Supply 2 Government portal.

<http://www.supply2.gov.uk>

High value tenders will be advertised in-accordance with the OJEC requirements. OJEC stands for the Official Journal of the European Community (OJEC is now recognised as OJEU - the Official Journal of the European Union). This is the publication in which all contracts from the public sector which are valued above a certain financial threshold according to EU legislation, must be published. The legislation covers organisations and projects that receive public money. Organisations such as Local Authorities, NHS Trusts, Central Government Departments and Educational Establishments are all covered by the legislation

NHS North Yorkshire and York is piloting an **E-Tendering system** promoted by the Yorkshire and Humber Commercial Procurement Collaborative. For these opportunities potential bidders must register with

www.yhcpc.bravosolution.co.uk

NHS North Yorkshire and York is seeking to make use of the CPC Plus System for its **Quotation Requirements**. This is a low value Tendering and Quotation system. More details can be found at the following website

<http://www.cpcplus.co.uk/default.asp>

NATIONAL/REGIONAL FRAMEWORK CONTRACTS

NHS North Yorkshire and York will utilise a range of existing national and regional Framework Contracts when procuring supplies and services. These Framework Contracts will be generally sourced from the following agencies/organisations:

- **NHS YORKSHIRE AND HUMBER CPC.** The CPC is the Yorkshire and Humber region's centre of NHS procurement excellence.

<http://www.yhcpc.nhs.uk/>

- **BUYING SOLUTIONS.** Buying Solutions is the national procurement partner for UK public services. It was established in 2001 as a result of the Gershon Report, through a merger of the procurement functions of the Buying Agency and CCTA. They are an Executive Agency of the Office of Government Commerce in the Treasury.

http://www.buyingsolutions.gov.uk/index.html?slis_checked=1

- **NHS SUPPLY CHAIN.** NHS Supply Chain provides products and supply chain services to NHS organisations. DHL was awarded the contract in 2006 to manage this service.

<http://www.supplychain.nhs.uk/portal/page/portal/Public>

- **NHS PURCHASING AND SUPPLY AGENCY (PaSA).** PaSA is an executive agency of the Department of Health. It provides procurement and tendering services to the NHS. Please note PaSA will be closing down in 2010. The services it currently provides will be taken on by other existing agencies including Buying Solutions and the Regional Procurement Groups

<http://www.pasa.nhs.uk/PASAWeb/home.htm>

EQUAL OPPORTUNITIES WITHIN PROCUREMENT

NHS North Yorkshire and York are fully committed to promoting equality of opportunity irrespective of sex, age, race or disability. We expect all our suppliers to:

- Have Equal Opportunities policies in operation,

- Be fully compliant with Equal Opportunities legislation,
- Be fully compliant with all Equal Opportunities Commission and Disability Rights Commission.

HEALTH & SAFETY WITHIN PROCUREMENT

NHS North Yorkshire and York will only enter into contracts with Suppliers who can fully meet all requirements of Health & Safety legislation. More details of these requirements can be found at the Health and Safety Executive website

www.hse.gov.uk

ENVIRONMENTAL STANDARDS WITHIN PROCUREMENT

NHS North Yorkshire and York fully accepts its responsibility to both reduce the detrimental, and increase the beneficial, environmental impacts of its purchasing and supply activities. We encourage all of our suppliers to promote practices and procedures which are consistent with this approach.

COMMITMENT TO ETHICAL PROCUREMENT

NHS North Yorkshire and York is committed to ensuring that all our dealings with suppliers - from selection and consultation, to recognition and payment - are conducted in accordance with the principles of fair and ethical trading.

MANAGING CO-OPERATION AND COMPETITION

NHS North Yorkshire and York are committed to delivering the best quality services for patients and value for money for the taxpayer. In carrying out this role our aim is to create an environment which is founded on mature local relationships in which organisations cooperate to deliver a seamless service, and in which competition is harnessed appropriately to ensure quality, innovation, value for money and greater choice for patients.

The national principles and rules for co-operation and competition (PRCC) set out the expectations for organisations commissioning or providing NHS funded services. We will uphold these principles and rules. Further details can be found from the Department of Health website:

http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_081098

FOR MORE INFORMATION

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