

REQUEST FOR INFORMATION (RFI)

Requirement for IT Asset Revaluation

1.0. Aim: To appoint a provider to assist the Oxleas NHS Foundation Trust (Trust) in revaluing its clinical patient records system- RiO.

2.0. About the Trust:

2.1. The Trust is currently a provider of the following services:

- Community health services in Bexley and Greenwich. These range from health visitors working with the very young to district nurses and therapists meeting the physical health needs of older people
- Specialist mental health care in Bexley, Bromley and Greenwich in community and inpatient settings
- Specialist forensic mental health care across south east London and in Kent Prisons
- Community adult learning disability services in Bexley, Bromley and Greenwich.

2.2. These services are commissioned by a number of bodies, including Clinical Commissioning Groups (CCGs) in Bexley, Bromley and Greenwich, Local Authorities in the 3 boroughs, NHS England, prison authorities,

3.0. Project Background

3.1. The RiO system is an EPR that operates in care settings for mental health, community health and social care. It delivers information securely in a browser, portal or on a mobile device. This data can be viewed across the care settings and shared with primary care through integration with GP Systems and the use of RiO viewers.

3.2. The Trust acquired the system in FY 2015/16 which is recorded as part of its capital assets.

3.3. The initial acquisition value will be provided upon supplier engagement to be compared to the current market values for similar IT assets.

3.4. The Trust currently wishes to establish true rate of return on capital employed.

3.5. To ensure the Trust's funds to give a fairer view of resources.

3.6. Ensure it makes accurate provision for depreciation based on historic cost.

3.7. To determine the fair market value of assets which have considerably depreciated since their acquisition.

- 3.8. To conserve adequate funds in the business for replacement of the asset at the end of their useful lives.
- 3.9. To ensure we in compliance with regulations.

4.0. Objectives

- 4.1. The Trust’s intention is to review and confirm if the IT capital asset- current value may have changed over time as a result of fluctuations in the market value.
- 4.2. This revaluation is now necessary given that the IT asset may have depreciated in value due to the volatile and fast pace of IT market.
- 4.3. To determine if the Trust would need to make provisions for impairment costs should the asset were to decrease in value.

5.0. Scope of Requirement

- 5.1. Revaluation of Rio patient record system IT assets the Trust holds on its balance sheet.

6.0. Proposal:

- 6.1. Oxleas NHS Foundation Trust wishes to invite experienced provider to conduct the specific IT asset revaluation with recommendations.

7.0. Indicative Budget: £TBA

8.0. Time scales:

Issue RFI	Wednesday 18 th January 2017
RFI Returns:	Monday 30 th January 2017 12.00pm
Pre-engagement clarification meeting via telephone:	Tuesday 31 st January 2017
Appointment of Preferred provider	Thursday 2 nd February 2017

9.0. Other Conditions:

- 9.1. The NHS Terms and Conditions for Services standards will apply.
- 9.2. The Trust reserves the right not to appoint a supplier at the end of this exercise.
- 9.3. Require bidder to clarify its submissions in writing and/or provide additional information.
- 9.4. Amend the timetable of the RFQ process.
- 9.5. All bidders are solely responsible for their costs and expenses incurred in connection with the preparation and submission of the RFQ and subsequent requirements of the other stages of this exercise.

10.0. Instruction to supplier:

10.1. Interested provider should forward summary of;

- Requirements to commence the project including proposed resource and level(s).
- Summary of activities
- Project Duration
- Project output format
- Fees/Charges (Indicative Day Rate)