

Salisbury Commercial & Managed Procurement Services

Commercial Support, for the NHS by the NHS

SCS1546.13

Further Competition for BANES, Swindon and Wiltshire STP
on behalf of :

 Wiltshire Council
Where everybody matters

 Bath & North East
Somerset Council

Under Dynamic Purchasing System C1546

Admin & Technical Skills (Multiple Courses)


Salisbury
NHS Foundation Trust

Procurement and Commercial Services
Driving value, improving care



SCAN4SAFETY
Patient. Product. Place. Process.

Leading the way:
A Scan4Safety Demonstrator Site

Patient-Centred & Safe

Professional

Responsive

Friendly

Commercial Environment

Salisbury NHS FT's Commercial Services team are responsible for a number of the Trust's outward facing businesses, and provide procurement and commercial expertise to both the Trust and a number of collaborative organisations across the NHS. One of the original Carter Programme trusts, SFT are also national demonstrator site for Scan4Safety / GS1 implementation, and have experience in commercialising areas of the Trust's services to a wider market, as well as bringing innovations to market for the benefit of the NHS.

Salisbury NHS Foundation Trust are therefore a Contracting Authority within the meaning of the Public Contract Regulations 2015, and are able to make this DPS available to other public organisations listed in the relevant section of this document.

Salisbury Commercial Services is a trading name of Salisbury NHS Foundation Trust for the delivery of this DPS and associated services.

This Requirement

Under Salisbury's existing Dynamic Purchasing System for Apprenticeship Training Provision, Salisbury are acting for the member Trusts of the BANES, Swindon & Wiltshire Sustainability & Transformation Partnership in conducting a further competition for the requirements listed below :

COURSE TITLE	NO STUDENTS	Requesting Body
Libraries, Archives, Records and information management services	3	Wiltshire Council
Youth Worker	3	Wiltshire Council
Marketing	1	Wiltshire Council
Social Media and Digital Marketing	3	Wiltshire Council
Social Media and Digital Marketing	1	Wiltshire Council
Facilities Management	1	Wiltshire Council
Payroll Admin: Financial Services Administrator	2	Wiltshire Council
Payroll Admin: Financial Services Administrator	3	BaNES
Public Service Operational Delivery Officer	3	Wiltshire Council
Public Service Operational Delivery Officer	2	BaNES
Social Media Marketing	1	Wiltshire Council
Facilities Management	1	Wiltshire Council
Town Planning Technical Support	1	Wiltshire Council
Town Planning Technical Support	1	BaNES
Building control	1	Wiltshire Council
Health & Social Care	2	Wiltshire Council
Housing	2	Wiltshire Council
Housing/property management	2	Wiltshire Council
Surveying	2	Wiltshire Council
Operational Health Assistant: Adult care	2	Wiltshire Council

Commercial & Managed Procurement Services

Project Management L4	2	Wiltshire Council
Project Management L4	2	BaNES
Vehicle body and paint: Mechanical Electrical and trim	2	Wiltshire Council
Vehicle body and paint: Mechanical Electrical and trim	1	BaNES
Transport planning technician	5	Wiltshire Council
HR Support	3	Wiltshire Council
HR Partner/Consultant	5	Wiltshire Council
Plumbing and Heating	3	Wiltshire Council
Installation and Maintenance Electrician	3	Wiltshire Council
Carpentry	3	Wiltshire Council
Lead Adult Care Worker	4	Wiltshire Council
Data Analyst	1	Wiltshire Council
Care Leadership and Management: General Adult Social Care	3	Wiltshire Council
Children and young people's workforce: Residential Childcare	3	Wiltshire Council

Please note the following conditions apply to this Competition :

1. Contracting Authority – The Contracting Authority will be the following organisations :
 - a. Wiltshire Council, Bythesea Road, Trowbridge, Wiltshire BA14 8JN
 - b. Bath & North East Somerset Council
 - c. Other organisations as may be listed on the Requirements
2. Responses and Questions – All responses, bids and questions must ONLY be submitted via the Bravo Procurement Portal operated by Salisbury NHSFT. Salisbury NHSFT Commercial Services are acting for members of the BSW STP in this Procurement and as such are the point of contact for all interested bidders.
3. Terms & Conditions – The successful bidder(s) will be awarded contracts under standard NHS Terms & Conditions (copy available on Bravo). Bidders' own terms or conditions will not be accepted by the Contracting Authority. Any Wiltshire Council award will be on their Terms of Business.
4. Award of Business – All offers on this Procurement are made in good faith and reasonable expectation, however the Contracting Authority retains the right to change indicated student numbers. The Contracting Authority retains the right to make a reduced, or no, award following the outcome of the Competition.
5. Payment for Apprenticeship Training is from the student's Digital Account to the Provider. Salisbury NHSFT shall not be liable for any financial sums or values under any circumstances, and the Contracting Authority shall only be liable for additional student fees if agreed and included in the Commercial Schedule of the final contract.
6. Eligibility – Only Suppliers registered and approved on Salisbury NHSFT's Dynamic Purchasing System (OJEU Reference 2017/S 045-083446) shall be eligible to compete in this Competition. Suppliers may apply to join that DPS during this competition, but no time extensions shall be granted to do so.
7. Supplier Fee – There is no fee to join, or participate in further Competitions under the DPS. By submitting a bid, suppliers agree to pay Salisbury NHSFT the sum of 1% (one percent) of the value of all business they are awarded following a Competition, excluding VAT, excluding any training provided to Salisbury NHSFT learners. Please note this fee CANNOT be included in training course costs, and CANNOT be deducted from the training value paid from the

student Digital Account. The full value of training given in the supplier's bid MUST be the value they deliver to the student. Supplier fees will be invoiced monthly by Salisbury NHSFT following information provided by the Contracting Authority.

8. All bid responses and required information must be provided by the Close Date indicated on the Bravo portal.

Timetable

The current timetable is as follows :

Opportunity Publication Date	10 November 2017
Further Competition available on Bravo	10 November 2017
Further Competition – last date for questions	Friday 24 th November at 12:00
Further Competition closes for responses	Friday 1st December at 12:00

DPS Scope

The Contracting Authority expressly reserved the right (i) not to award any contract as a result of the procurement process commenced by publication of this notice; and (ii) to make whatever changes it saw fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates.

The awarding of a place on the Dynamic Purchasing System does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this DPS will form a separate contract under the scope of this Framework between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the DPS shall only use electronic portals during the life of the agreement.

Any values that have been provided are only an estimate. We cannot guarantee to suppliers any business through this framework agreement.

The DPS has been established by Salisbury NHS Foundation Trust, for use by the following bodies (and any future successors to these organisations) and up to 10 other public bodies:

All **NHS Bodies** in the United Kingdom including Acute Trusts, Ambulance Trusts, Care Trusts, NHS Hospital Trusts, Foundation Trusts, Strategic Health Authorities, Mental Health Trusts, Special Health Authorities, Community Health Councils, Local Health Boards, Clinical Commissioning Groups (CCG), NHS Trusts including as listed and maintained on the following URLs:

<http://www.dh.gov.uk/health/category/arms-length-bodies>

<http://www.nhs.uk/servicedirectories/Pages/PrimaryCareTrustListing.aspx>

<http://www.general-practitioners-uk.co.uk>

<http://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

All **Health Service Executive** listed hospitals in the Republic of Ireland as detailed on

<http://www.hse.ie/eng/services/list/3/acutehospitals/hospitals/>

Any **public body** who meet the criteria for lending described by the Public Works Loan Board at

<http://www.dmo.gov.uk/documentview.aspx?docname=pwlbircular158.pdf&page=>

Any **education body** wholly funded by central government or local authority, including Academies

Any **charity** registered with the Charity Commission who's funding arrangements require them to follow Public Contract Regulations

Any **United Kingdom central government body** directly funded by HM Treasury, or arms length bodies or agencies funded by sponsoring Departments of central government

Awards of further business can only be made following a mini-competition managed through the DPS. Terms and Conditions of that contract will be agreed locally with an awarding authority operating within the DPS via mini competition.

This DPS is valid for four years, ending 12:00 on 01 March 2021. Employers may enter into contracts which extend beyond the lifetime of the DPS.

Terms & Conditions

The individual Employer organisations will be responsible for issuing their standard Terms & Conditions as part of the mini competition documentation.

Access Charges

There is no charge for Providers to register for inclusion on the DPS, to access information, or to bid for business via the DPS.

Each Provider, on a successful award of a contract, will be invoiced a DPS delivery charge by Salisbury Commercial Services. This will be based on a percentage of contract value, and will be clearly advertised with each opportunity.

In the event that an Employer carries out a mini competition but does not proceed with an award of business, that Employer shall pay an activity charge to Salisbury NHSFT based on a percentage value of the lowest compliant bid received.

[For Suppliers – How to Participate](#)

Suppliers can request to join (or withdraw from) a DPS at any time during the advertised lifetime of the DPS.

All DPS activity is carried out electronically, including further competition and messaging.

Salisbury NHSFT uses the Bravo NHS Portal for all procurement requirements, including DPS.

Suppliers wishing to join this DPS should register on the Portal https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html and locate relevant project reference. Suppliers will then be asked to complete the online PQQ and submit. Salisbury NHSFT will then evaluate the PQQ and advise within 10 working days after an initial period of 30 days (or advise the supplier where this will be extended).

Commercial & Managed Procurement Services

Suppliers successfully placed on the DPS will then be advised of further competitions via the Bravo portal.

It is therefore **essential** that suppliers maintain their contact details within their Bravo profile at all times, as Salisbury Commercial Services will not be responsible for suppliers not receiving competition calls due to incorrect or outdated profile information.

Further Information

For further information, email Simon Dennis at simon.dennis2@salisbury.nhs.uk or visit the Bravo procurement portal (https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html)