

Procurement Instructions to Bidders

IN967 Ophthalmology Electronic Medical Record

DOCUMENT CONTROL

Project reference

IN967 Ophthalmology Electronic Medical Record

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Background

At Salisbury District Hospital (SDH), Salisbury NHS Foundation Trust provides a range of clinical care, which includes general acute and emergency services, to approximately 225,000 people in Wiltshire, Dorset and Hampshire. Specialist services, such as burns, plastic surgery, cleft lip and palate, genetics and rehabilitation, extend to a much wider population of more than three million people. Trust staff provide outpatient clinics in other locations in Dorset and Hampshire. Specialist staff hold outreach clinics in hospitals within the Wessex area and, in total, the Trust employed 3,890 staff at 30 September 2014. This includes full and part-time staff.

This Procurement

The Trust is seeking to procure an Ophthalmology Electronic Medical Records (EMR) System. The objective of the system is to use Information Technology to improve the service offered by the Ophthalmology Department and enable better monitoring and reporting of clinical outcomes.

During the Procurement, technical or procurement questions should be asked via the Messaging function on Ariba, not direct to individuals. For Ariba technical queries or help, please contact Ariba Support on 0800 358 3556. Bidders approaching either our consultants or Trust staff (outside Procurement) directly will risk having their bids disqualified. All site visit requests must be pre-arranged via the Ariba portal.

Specification and Requirements

Refer to document IN967 Specification – Tender Issue

Procurement Conditions of Participation

Procurement Process & Timetable

Advertised via Contracts Finder / TED	Monday 23 rd November 2015
Last day for Clarification Questions or Site Visits	Friday 18 December 2015
Closing Date for Completed Responses	Friday 8th December 2015 at 12:00
Preferred Bidder Notified	To be confirmed
Preferred bidder pre-contract discussions	To be confirmed
Preferred bidder formally appointed	To be confirmed

This Opportunity is being advertised via the Cabinet Office Contracts Finder Website.

The Procurement process is being conducted via the Trust's Ariba procurement portal. Interested bidders should email tenders@salisbury.nhs.uk with the project title including full named contact

details, with telephone, email and address, for the person responsible for preparing their response. The Trust will then register the bidder on the Ariba portal, and the bidder will automatically receive an Ariba event invite key. **Please ensure email systems are set to whitelist from the ariba.com domain.**

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Evaluation Criteria

The contract will be awarded on a most economically advantageous tender basis, demonstrating best value to the Trust. The criteria for evaluation will be as follows :

Price	60 %
Demonstrated compliance to specification	Pass / Fail
Demonstrated functionality	20%
Reference site experience of contractor (two sites)	10%
Response to specification and SFT bid confidence	10%

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