

Salisbury NHS Foundation Trust

Commercial Support, for the NHS by the NHS

SCS1546

Dynamic Purchasing System

for

Modern Apprenticeship and Further Education Training
Providers



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

DOCUMENT CONTROL

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C1546

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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.

Background

1. Procurement in this area is governed by the Public Contract Regulations 2015. Under these, Training sits within the "light touch" regime meaning contracts with a value of less than £589k are not subject to full OJEU processes, **however** a form of competition for contracts is still required, including posting an OJEU contract notice.
2. The DPS established by Salisbury fulfils both the competitive element, and the original DPS establishment OJEU notice published in March 2016 fulfils the posting requirements.
3. The application of the OJEU threshold is separate to a Trust's own Standing Financial Instructions, which may or may not require competition based on the value of the contract award. Trust SFIs cannot overrule PCR2015 requirements.
4. The payment mechanism for training is that individual trainees will pay the provider via their Digital Apprenticeship Account, however training costs in excess of this (above cap) would need a different structure. In theory therefore a Trust does not pay the provider, however, as the Trust specifies the product, sources the provider, monitors the provider's performance, and directs the apprentice to the provider, there is evidence of a de-facto contract between the Trust and the Provider.

In addition, use of Salisbury's DPS and associated services provides Trusts with the ability to :

- Combine requirements to create a single procured product (as in the example of an STP coming together with one requirement),
- Come together to create new courses and training opportunities,
- Demonstrate competition and obtain best value without having to conduct individual procurements,
- Allows Trusts to aggregate volume by sharing each others' requirements but maintaining contracting at local level,
- Requires Providers to agree standard NHS Service Terms,
- Use ongoing contract management delivered by Salisbury in conjunction with the Trust – allows members to come together to leverage resolution in the event of a dispute or poor performance,

- Mitigate training providers ceasing business – in the event of a provider leaving the market unexpectedly, the requirement can be quickly reissued to other DPS providers to ensure continuity of training.

[This Offering](#)

Apprenticeships have changed rapidly in the UK over recent years, with the introduction of the Modern Apprenticeship programme and, from April 2017, the Apprenticeship Levy payable by employers with a pay bill of over £3m. This can then be accessed to purchase the training elements of each organisation's Apprenticeship programme.

By establishing this DPS, Salisbury Commercial Services provide a route to market for public sector employers to contract with training providers without having to conduct a separate procurement exercise for each apprenticeship and provider.

A DPS allows :

- Local and national providers to join the DPS at any time without charge,
- New market entrants to join the DPS without having to wait for a new framework to open
- Employers can access rapid mini-competitions for training provision against national standards
- Employers do not have to conduct lengthy procurements – SFT manage the process directly
- Employers and unsuccessful bidders do not have to pay framework access charges or invest in their own systems and staff.

This DPS has been designed to comply fully with the Public Contract Regulations 2015, and has been advertised via OJEU accordingly.

[Advantages of the DPS for Employers](#)

SFT's Modern Apprenticeship Training Provision DPS provides a fully compliant route to market for Employers, and being OJEU compliant ensures Employers can avoid the challenges of large scale procurements. Our Commercial Services team are able to provide a full service from simple one person training requirements to more complex multiple trainee programmes, and into the contracting phase, fully recognising that Employers may not have the resource or expertise to manage this process in house.

[Advantages of the DPS for Suppliers](#)

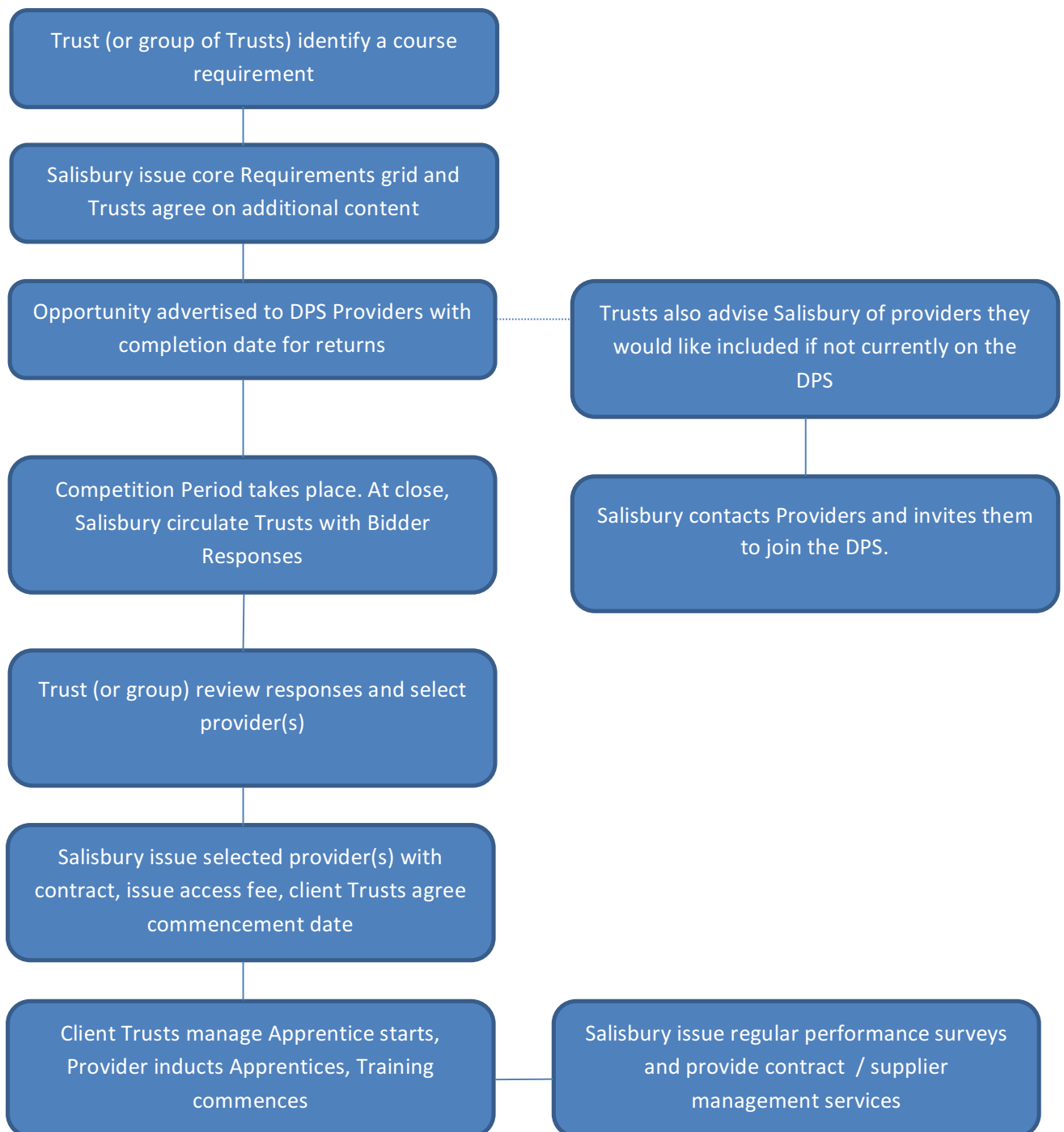
A DPS does not work like a traditional framework agreement – providing they meet the published criteria, suppliers can join (or leave) a DPS at any point through it's lifetime, allowing them to capitalise on new market offerings or business areas.

For suppliers, this DPS offers easy access to the public sector without having to complete multiple PQQs, register for multiple tender portals, and constantly monitor the market for new offerings.

All procurements are conducted electronically against the Employers' defined requirements, and in accordance with national training provider standards and registrations..

To join the DPS, suppliers need to complete a Pre-Qualification Questionnaire, available from Salisbury or via the standing advertisement on the Trust's Bravo Procurement portal. Following submission of the PQQ, the supplier will be advised of the outcome. There is no charge for suppliers to join or stay on the DPS, or to bid for client projects.

How it Works



The DPS is split into a number of lots, which match the training categories issued nationally.

These currently comprise :

- Agriculture, Horticulture and Animal Care
- Arts, Media and Publishing
- Business, Administration and Law
- Construction, Planning and the Built Environment
- Education and Training
- Engineering and Manufacturing Technologies
- Health, Public Services and Care
- Information and Communication Technology
- Leisure, Travel and Tourism
- Retail and Commercial Enterprise
- Science and Mathematics

Providers can be listed on one, multiple, or all lots depending on their capabilities.

When a client Trust identifies a requirement, Salisbury FT will advise on the procurement strategy, advertise the requirement to the DPS lot operators, and carry out the further competition on behalf of the client Trust. The client Trust will be responsible for selection and verification of the Provider's offering, and establishing the delivery contract and training programme.

Timetable

The current timetable is as follows :

OJEU Publication Date	03 March 2017
Initial Supplier Registrations open	Until 03 April 2017
First batch of Suppliers registered and advised	By 13 April 2017
DPS Open for mini competitions	From 14 April 2017
New suppliers able to apply for inclusion	Throughout DPS lifetime
Awards of business	Throughout lifetime as commissioned

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.

Validity Period

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).

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)