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Integrated Facilities  
Management

Calderdale and Huddersfield Solutions Ltd  
Huddersfield Royal Infirmary  
Finance & Procurement  
Acre Street  
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HD3 3EA

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07341078111

To: All Interested Parties

Wednesday 19 June 2019

## Re: Market Engagement for the Provision of an Outsourced Outpatient Pharmacy Dispensing Service

Dear Sirs,

The Trust is calling for market engagement with respect to the provision of an outsourced outpatient pharmacy dispensing service.

In the interest of transparency the Trust has published two public procurement notices:

1. An OJEU Prior Information Notice under reference 2019/S 106-258899  
<https://ted.europa.eu/TED/notice/udl?uri=TED:NOTICE:258899-2019:TEXT:EN:HTML>
2. A Contracts Finder Early Engagement Notice  
<https://www.contractsfinder.service.gov.uk/Notice/4dd0af37-8397-4ebc-b148-330bdb4fcb29>

### Background

The Trust outsourced outpatient pharmacy dispensing in 2012 under a 10 year contract following an OJEU tender exercise.

The Trusts incumbent provider of this service is however seeking to withdraw from the acute healthcare sector. The Trust is therefore currently considering the future of how we deliver outpatient dispensing.

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Working in partnership with

Calderdale and Huddersfield Solutions Ltd  
Huddersfield Royal Infirmary · CHS Headquarters ·  
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Company registration number 11258001 · VAT number 293 0609 00



**Calderdale and Huddersfield**  
NHS Foundation Trust

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Broadly speaking the Trust is exploring 2 options:

1. In-house this service; or
2. Retain the current outsourced model.

The procurement department is therefore seeking to assess what outsourced options are available to the Trust.

### Summary Statement of Requirement

The Trust currently has 3 outpatient pharmacy dispensaries at the following locations:

1. Huddersfield Royal Infirmary;
2. Acre Mills Outpatients ; and
3. Calderdale Royal Hospital.

Accompanying this letter we have enclosed a breakdown of what items we dispense, our footprint, opening hours, IT systems and other data pertinent to our requirements.

This statement of requirement is based on the model that we currently have. If we choose to tender this service our requirements are open to negotiation.

### Market Engagement

Overleaf you will find a Market Engagement Questionnaire.

We would request that you complete this questionnaire and return this to the Trust via the following email address: [BuyingTeam@cht.nhs.uk](mailto:BuyingTeam@cht.nhs.uk)

Yours faithfully



Tom Redfearn  
Assistant Category Manager – Clinical

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## Annex A: Market Engagement Questionnaire

Once completed please return this questionnaire to the Trust via the following email address: [BuyingTeam@cht.nhs.uk](mailto:BuyingTeam@cht.nhs.uk)

Ref	Question	Supplier Response
1	If the Trust chooses to tender this opportunity, would you be interested?	
2	For our file please provide contact details so we can contact you regarding this opportunity.	
3	Having reviewed the summary statement of requirement, is there anything you would seek to change?	
4	Having reviewed the summary statement of requirement, can you provide the Trust with indicative costs?  If not, what further information do you require?	
5	What contract duration would you seek from the Trust?  For information, the Trust awarded a 10 year contract when this was last tendered.	
6	What cost models do you typically seek?  For example, the Trust currently pays a % of the value of medicines dispensed as a service fee to our incumbent provider.  Are you open to considering fixed cost contract or cost plus models?	
7	Are you party to any NHS framework agreements for outsourced outpatient pharmacy dispensing?	
8	The Trust is currently assessing project timescales.  Based on your experience of tendering for outsourced outpatient pharmacy dispensing, how long has it taken other NHS Trusts to run tender exercises?	
9	If successful in a tender exercise, how long would it take you to mobilise?  For example, if a contract was awarded	

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Ref	Question	Supplier Response
	on 1 April 2020 how long would it take before you could be ready to deliver services?	
10	In terms of medicine costs, do you have access to all nationally contracted prices?  For example, CMU Frameworks.	
11	Do you have the ability to adopt to the Trust IT systems?  The Trust uses EMIS. The Trust is also seeking to dispense from electronic outpatients prescriptions which would require access to CERNER.	
12	Are there any additional services that you can offer for dispensing of outpatient prescriptions?	