



NHS Dumfries & Galloway Annual Procurement Report

2017/18

Published July 2018

NHS Dumfries & Galloway

Content:

Introduction.....3

- Department Profile3
- Procurement Trade Spend.....3
- Compliance.....4

1) Regulated Procurement5

2) Unregulated Procurement6

3) Next 2 years Regulated Procurement forecast.....7

4) Community Benefits.....8

5) Supported Businesses.....8

Introduction:

In compliance with the Procurement Reform (Scotland) Act 2014 (The Act) NHS Dumfries and Galloway publishes its annual procurement report of regulated and unregulated procurements from 2017/2018 and regulated procurements planned for the next two years.

The Procurement Reform (Scotland) Act 2014 requires Public Sector bodies with a trade spend in excess £5million per annum to publish an annual report after the end of each financial reporting period.

As this is a first such report under the Act it will cover the period 1st January 2017 to 31st March 2018, thereafter it will be reported on the basis of each financial year.

The Act requires us to report the following

- a) a summary of the regulated procurements that have been completed during the year covered by the report,
- b) a review of whether those procurements complied with the authority's procurement strategy,
- c) to the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurements do comply,
- d) a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report,
- e) a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report,
- f) a summary of the regulated procurements the authority expects to commence in the next two financial years,
- g) such other information as the Scottish Ministers may by order specify.

A regulated procurement is any procurement for goods or services with an estimated value for the life of the contract of £50,000 or more and any such procurement for works with an estimated value for the life of the contract of £2,000,000 or more which are published on the Public Contracts Scotland Portal.

Department profile:

The Procurement team totals 7 individuals responsible for the full range of Procurement Services of which only the Procurement Manager is authorised to undertake Tenders or Quick Quotes. In addition within our devolved areas of IT, Estates & Medical Physics there are a further 3 members of staff authorised to do the same.

The primary driver of the Procurement headcount is the tendering and contract activity that NHS Dumfries and Galloway must undertake to be compliant with Public Sector procurement law and the Procurement Reform (Scotland Act) 2014. The team also provide a broader systems and reporting support that underpin our, procure to pay processes.

There is also delegated procurement carried out by authorised departments within the board.

Procurement Trade Spend:

Trade Spend is defined as the spend with 3rd party suppliers. In 2017/18 the Trade spend for NHS Dumfries & Galloway was £49,208,635 (Source: Scottish Procurement Information Hub (Spikes Cavell))

Within the procurement influenceable spend approximately (90%) is procured through public sector frameworks and contracts (National Procurement Frameworks, Scottish Government Frameworks and Crown Commercial Services Frameworks).

The remaining expenditure is then managed within NHSD&G (local contracting activity).

Compliance:

When undertaking contracting activity NHS Dumfries & Galloway is required to do so in accordance with the Procurement Reform (Scotland) Act 2014 and The Public Contracts (Scotland) Regulations 2015. Compliance is tested through audit.

Any non compliance of spend is covered within the boards Standing Financial Instructions -

- A request to set aside the SFI's requires to be approved by a waiver in advance of taking any action.
- Anyone found in breach of the SFI's will be required to complete a retrospective waiver which will be reported as an unauthorised breach of the SFI's
- Any neglect or refusal to carry out the SFI's shall be reported to the Director of Finance who may discuss the matter with the Chief Executive, Departmental Head, Internal Audit or Counter Fraud Services as appropriate.
- All waivers are formally reported to Audit and Risk Committee.
- Failure to comply with the SFI's may result in disciplinary action being taken which could result in dismissal

A review of the regulated procurement activity in the defined period has concluded that all of these procurements complied with NHS Dumfries & Galloway's Procurement Strategy.

Where National Frameworks exist these will be utilised by either calling off our requirement from the Framework of entering in to a mini-competition/tender with the suppliers on the Framework to obtain best value.

It is mandated that NHSD&G will utilise the Public Contracts Scotland system for the issue of all tendering opportunities.

1) Regulated Procurements undertaken during 2017/18:

NHS Dumfries & Galloway has awarded 14 regulated procurements with a combined contract value of £4,4176,671 during the period 1st January 2017 – 31st March 2018 as follows:

TITLE	SUPPLIER NAME	START DATE	END DATE	MAX EXTENSION MONTHS	VALUE
NHS Dumfries & Galloway - Pharmacy Robotics System	BDD UK	01/12/2017	01/12/2019	0	£318,409
Dumfries and Galloway Health Board - Hospital Lab Sterilizers/Autoclave	LTE Scientific Ltd	12/05/2017	12/05/2020	0	£183,944
NHS Dumfries & Galloway - Sackholders	Wybone Limited	25/07/2017	25/07/2022	0	£180,000
Vending Service	Pelican Rouge Coffee Solutions Ltd	01/09/2017	01/09/2019	12	£30,600
NHS Dumfries & Galloway - Temperature Monitoring System	Contronics Limited	15/08/2017	15/08/2024	0	£100,000
NHS Dumfries & Galloway - Histology Equipment	Leica Microsystems (UK) Ltd	17/08/2017	17/08/2018	0	£268,000
NHS Dumfries & Galloway - Commodes	GAMA Healthcare Ltd	23/10/2017	23/10/2020	12	£92,480
Provision of Medical Services for Scottish Prison HMP Dumfries	Gillbrae Medical Practice	02/10/2017	02/10/2020	24	£253,243
Award of NHS Dumfries & Galloway Patient Self-Service Check-in Kiosks	Intouch with Health Ltd	01/09/2017	31/08/2021	0	£153,550
NHS Dumfries & Galloway Health Board ICT Equipment	proAV® Limited / nuVideo Ltd	12/09/2017	12/09/2020	0	£2,020,000
Coagulation Analysers	DIAGNOSTICA STAGO UK LTD	22/09/2017	22/09/2022	0	£373,506
NHS Dumfries & Galloway - Waste Compactors	Pakawaste.co.uk	31/10/2017	31/10/2018	0	£49,567
Procurement of Investment Manager	Standard Life Wealth Limited	01/03/2018	01/03/2021	24	£150,000
Award of Connectivity mini competition NP316/13	Abbott Diabetes Care	08/02/2018	08/02/2023	12	£244,372

All of these awarded contracts can be viewed in more detail on the health Board's Public Facing contracts register which contains information on current and expired contracts and can be accessed at this link:

http://www.nhsdq.scot.nhs.uk/Departments_and_Services/Procurement

2) Quick Quotes awarded during 2017/18

NHS Dumfries & Galloway has awarded 48 unregulated procurements (quick quotes) with a combined contract value of £1,406,151 during the period 1st January 2017 – 31st March 2018 as follows:

Title	Supplier Name	Bidvalue
New Fire Alarm System At Castle Douglas Hospital	JC Martin Limited	£29,970
Galloway Community Hospital, Stranraer, Internal Re-decoration Works.	David Inglis and Son	£58,217
Gardenhill Primary Care Centre, Castle Douglas, Internal Decoration Works.	harkness painting & decorating	£22,388
Purchase of Raizer Chair Lifts	Yorkshire Care Equipment	£32,856
Kirkcudbright Hospital - Replacement Lighting	JC Martin Limited	£8,733
Fire Remedial Works	William Waugh & Sons (Builders) Ltd	£30,908
Medical Gas Testing	iOQ Services Ltd	£9,750
Moffat Hospital - Light Replacement	Derek Mitchell Electrical Ltd	£36,987
Newton Stewart Hospital - Lighting	Derek Mitchell Electrical Ltd	£38,612
Thomas Hope Hospital - Light Replacement	Derek Mitchell Electrical Ltd	£35,713
Thornhill Hospital - Light Replacement	Derek Mitchell Electrical Ltd	£11,150
Removal of air plant and installation of new automatic manifold	Hospital Pipeline Installations Limited	£6,975
Investment Advisor	Mercer	£32,000
Replacement of Two Heating Calorifiers With Plate Heat Exchangers Crichton Hall	Taylor & Fraser Limited	£16,521
Pest Control Services	Pest Protection Services (Scotland) Ltd	£35,000
Lochmaben Hospital OT Rehab Unit- works	William Waugh & Sons (Builders) Ltd	£188,628
Galloway Community Hospital Renal Plant Replacement	Purite Limited	£80,730
Dumfries & Galloway Cabling	Boston Networks	£24,661
NHS Dumfries & Galloway - Drill oral surgery	Wright Health Group Ltd	£31,459
NHS Dumfries & Galloway - Flowmeters & suction	Therapy Equipment Ltd	£32,776
Window Cleaning Service	Galloway Window Cleaning Services	£45,000
Lease of Barista Machine	Tchibo Coffee International Limited	£17,130
Lease of 2 Bean to Cup Coffee Machines	Tchibo Coffee International Limited	£27,079
Temporary agency Medical Physics technicians	The Medical Room Ltd	£33,480
Agency Staff - Medical Physics	The Medical Room Ltd	£10,749
NHS Dumfries & Galloway - Centrifuges	SciQuip	£13,412
NHS Dumfries & Galloway - Platform Steps and Step Ladders	Key Industrial	£6,744
NHS Dumfries & Galloway - Lab Cabinetry	VWR International Ltd	£27,360
NHS Dumfries & Galloway Royal Infirmary - COSHH Storage	Key Industrial	£12,203
NHS Dumfries and Galloway - Medical Scales	SECA	£6,222

Title	Supplier Name	Bidvalue
NHSDG – forklift driver & moving & handling operative at New DGRI	James G Findlay Ltd	£38,214
NHSDG – Security & outlet flushing provision at New DGRI	Vigilant Security (Scotland) Ltd	£45,683
NEW DGRI – Service yard Banksman	James G Findlay Ltd	£11,794
NHS Dumfries & Galloway - 770L Waste Bins (BIN037)	A&C Weber UK Ltd	£15,272
NHS Dumfries & Galloway - Ophthalmology Equipment	Health-Care Equipment & Supplies Co Ltd	£8,234
NHS Dumfries & Galloway - Slide Cabinets	ThermoFisher Diagnostics Ltd,	£13,720
NHS Dumfries & Galloway - Incubators	VWR International Ltd	£24,900
NHS Dumfries & Galloway - Cabinet for Surestore trays	Cantel (UK) Limited	£5,390
NHS Dumfries & Galloway - Cellsaver	Fresenius Kabi Limited	£12,578
NHS Dumfries & Galloway - Ward Beverage Trolleys	DC 7 Vending Limited	£42,068
NHS Dumfries & Galloway - Cleaner Trolleys	Numatic International Ltd	£15,105
NHS Dumfries & Galloway - Waste Containers	HC Slingsby PLC	£15,876
Permanent Recruitment Solution	Head Medical	£48,750
Dialysis water treatment & dialysis lab analysis service	ALS Environmental Ltd	£27,653
NHS Dumfries & Galloway - Electric Tugs	Multimover UK	£17,391
Mini Bus Service	Woodgrove Travel	£47,840
Sleep Study Equipment	S-med Ltd	£21,270
Movement of Deceased Bodies	Dignity Funerals Limited	£31,000

3) Summary of the procurements NHS Dumfries & Galloway expects to tender in the next two years:

SUBJECT MATTER	New/ Extension / Relet	Expected Contract Notice (if extension not activated)	Expected Award Date	Expected Start Date	MAX EXTENSION MONTHS	VALUE
DGHB, - Reactive Maintenance - Refrigeration Ventilation Contractor - June 2015 - May 2018	Relet	08/02/2018	09/05/2018	08/06/2018	12	£50,000
DGHB, Estates & Property - Reactive Maintenance - Electrical Contractor - June 2015 - May 2018	Relet	08/02/2018	09/05/2018	08/06/2018	12	£60,000
DGHB, Insurance Inspection - Pressure Systems & LOLER - October 2015 - September 2018	Relet	07/06/2018	05/09/2018	05/10/2018	12	£125,220
NHS Dumfries & Galloway - Waste Compactors	Relet	03/07/2018	01/10/2018	31/10/2018	0	£49,567
Haematology Managed Service Contract	Relet	19/07/2018	17/10/2018	16/11/2018	24	£550,000
DGHB, Groundworks Maintenance Contract, April 2016 - March 2019	Relet	05/12/2018	05/03/2019	04/04/2019	12	£122,736
Vending Service	Relet	04/05/2019	02/08/2019	01/09/2019	12	£30,600
Taxi Contract	Relet	31/01/2019	01/05/2019	31/05/2019	0	£1,190,000

4) Community Benefits:

Under the requirements of the Procurement Reform (Scotland) Act 2014 the contracting authority must, before carrying out the procurement consider, whether to impose community benefit requirements as part of the procurement. This applies to contracts with a value greater or equal to £4,000,000.

Summary of any Community Benefits imposed as a result of these procurements:

Local apprenticeships built into the requirements with the building contractors for our new Royal Infirmary.

5) Supported Businesses:

Contracting Authorities may restrict participation in a regulated Procurement (Other than EU regulated procurement) to supported businesses only.

Detailed below is a summary of steps NHS Dumfries and Galloway has taken to facilitate the involvement of supported businesses during the year:

- Request for Quotations have been sent to Supported Businesses
- Guidelines on the use of Supported Businesses are available on the Procurement area of Beacon.