Date: 17/03/2017

FREEDOM OF INFORMATION REQUEST FOI/013318 – Procurement systems

This Freedom of Information request concerns eProcurement systems (electronic procurement systems) used by the Trust. This includes any/all software tools used by the Trust within the procurement department to facilitate the sourcing and purchasing of goods and/or services used by the Trust. This information gathering exercise is being carried out to assess the efficiency and value achieved by the Trust in its procurement activities.

Where different and distinct systems are in use at separate Trust sites, please disclose this. Where this is the case, please answer the following sections in a site-specific format.

Where any/all of the procurement functions are outsourced to another party/parties (e.g. a private company or a distinct NHS body) please disclose the structure of this relationship.

Question 1 Does the Trust have/have use of an eProcurement system(s)? If so, please name the provider(s).
Answer 1 Yes. Capita Integrated Business Solutions - electronic ordering system / Bravo Systems – e-tendering system / NHS Supply Chain – On-line ordering system

Question 2 What is the length (in years) of the contract(s) in place with such provider(s)?
Answer 2 Capita Integrated Business Solutions current contract ends on 31/3/17 and is in the process of being renewed from 1/4/17. Bravo Systems contract ends on 6/3/18.

Question 3 What is the end/renewal date (dd/mm/yyyy) of the contract(s)?
Answer 3 Please see response to Question 2 above.

Question 4 What Finance/E.R.P (enterprise resource planning) system does the Trust use?
Answer 4 Integra system

Question 5 How many members of staff work in the procurement/purchasing department(s) at the Trust?
Answer 5 Procurement staff – 7 (6.12 WTE) / Receipts and Distribution staff – 8 (8 WTE)

Question 6 How many members of staff across the Trust have permission/access to raise requisitions and purchase orders through the eProcurement system(s) in place? (estimate)
Answer 6 Requisitioners – 520 / Authorisers - 332

The following section of this FOI request concerns the capability of any/all eProcurement systems being used by the Trust.

1. Does the system(s) in place cover the sourcing (auctioning/tendering) of goods/services used by the Trust?
    Answer – Yes
2. Does the system(s) in place cover the management of contracts with chosen suppliers?
    Answer - No
3. Does the system(s) in place cover the enablement of electronic catalogues to allow buyers within the Trust to purchase goods/services sourced by the Trust?
    Answer - Yes
4. Does the system(s) in place cover the payment to suppliers for goods/services sourced by the Trust? This includes the management of electronic Purchase Orders, Goods Receipts and Invoices.
    Answer - Yes
5. Does the system(s) in place cover the management of supplier relationships and performance?
    Answer - No
6. Does the system(s) in place have the capability to analyse current and/or historical procurement spend by the Trust?
    Answer - Yes
7. Does the system(s) in place have the capability to report and demonstrate data relating to procurement spend by the Trust?
    Answer - Yes
8. Does the system(s) in place have the capability to integrate with the Finance/E.R.P (enterprise resource planning) system?
    Answer - Yes
9. Are updates (free or paid) offered for the incumbent system(s), either on a regular or irregular basis?
    Answer – Updates are free

10. Are there any formalised projects or initiatives currently underway to review/upgrade current procurement practices within the Trust? If yes, please provide details

Answer – Spend analytics / Cloud based catalogue system