

Date: 25/10/2017

FREEDOM OF INFORMATION REQUEST FOI/013703 – Procurement/Finance

Dear The Dudley Group NHS Foundation Trust, I would be most grateful if you could provide the following information please.

1. What are your current invoice volumes? - 5000 per month
2. How many suppliers have you paid in the last 12 months? - 17775
3. What is the current spend of the Trust that is managed by Procurement? - £42.9 million during 2016/2017
4. What is the value of spend not managed by Procurement?
5. How much spend is raised without a Purchase order?
6. How much spend is raised with a Purchase order but after the spend has already been committed?
Questions 4, 5 and 6 – not known, information not recorded
7. Which systems do you currently use in each area of the Trust for:
 - a. Requisitioning / Receipting - Integra
 - b. Catalogue Management - Integra
 - c. Inventory - Not applicable
 - d. Invoicing - Integra
 - e. Financial ledger - Integra
 - f. Contracts database - Not applicable
 - g. Other P2P systems - NHS Supply Chain
8. NHS Supply Chain -
 - a. Do you use NHSSC? - Yes
 - b. What percentage of overall procurement spend is with NHS SC? - 15.5%
 - c. Which categories / products do you buy from NHS SC? - The Trust orders products from all the categories in the NHSSC Catalogue
9. What is the average time from requisition point by the end user to delivery for non standard products & services?
- Not known, information not recorded
10. What is the average time for payment of Non NHS Suppliers over the last 12 months? - 18 days
11. How do you source goods / services / suppliers? - From NHSSC, HealthTrust Europe, SBS, CPC, LPP, NHS Commercial Solutions, Crown Commercial, Google
12. Where do you access contracts from? Internal / external? If externally, who is your provider? - External from NHSSC, HealthTrust Europe, SBS, CPC, LPP, NHS Commercial Solutions, Crown Commercial
13. Do you use Procurement cards for purchasing? If not, why not? - Yes
14. How many cards do you have in the Trust? - 1
15. What spend level does your procurement card go up to? - £2k for a single purchase and £10k spend within a Month.
16. Do you have other methods of paying suppliers / 3rd parties that are not paid via BACS or credit card? - Payable Order (PGO) and Faster Payment