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Tender

## **Private Practice Patient Administration Service**

South London and Maudsley NHS Foundation Trust

F02: Contract notice

Notice identifier: 2024/S 000-016787

Procurement identifier (OCID): ocids-h6vhtk-046c2a

Published 29 May 2024, 3:36pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

South London and Maudsley NHS Foundation Trust

Bethlem Royal Hospital

Beckenham

BR3 3BX

#### **Email**

[charlotte.facer@gstt.nhs.uk](mailto:charlotte.facer@gstt.nhs.uk)

#### **Country**

United Kingdom

#### **Region code**

UKI - London

#### **Internet address(es)**

Main address

<https://www.slam.nhs.uk>

Buyer's address

<https://www.health-family.force.com/s/Welcome>

### **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://health-family.force.com/s/Welcome>

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Private Practice Patient Administration Service

Reference number

ST24 - P023

#### **II.1.2) Main CPV code**

- 48444100 - Billing system

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

You are invited to submit a tender for the Authority's requirement for a Private Practice Patient Administration/Medical PA Service for South London and Maudsley NHS Foundation Trust (the Authority).

The Authority wishes to move away from providing the service internally and to use a variable, industry tested model for private practice patient administrative services for Maudsley Private Care (MPC).

This model must provide a service that can decrease and increase as the volume of private patients change. The current inhouse model is inflexible when activity increases or decreases and also around annual leave and/or sickness.

#### **II.1.5) Estimated total value**

Value excluding VAT: £140,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 72000000 - IT services: consulting, software development, Internet and support

### **II.2.3) Place of performance**

NUTS codes

- UKI - London

Main site or place of performance

Maudsley Hospital

### **II.2.4) Description of the procurement**

You are invited to submit a tender for the Authority's requirement for a Private Practice Patient Administration/Medical PA Service for South London and Maudsley NHS Foundation Trust (the Authority).

The Authority wishes to move away from providing the service internally and to use a variable, industry tested model for private practice patient administrative services for Maudsley Private Care (MPC).

This model must provide a service that can decrease and increase as the volume of private patients change. The current inhouse model is inflexible when activity increases or decreases and also around annual leave and/or sickness.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £140,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

2 periods of 12 months

### **II.2.10) Information about variants**

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

3 July 2024

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 4 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

3 June 2024

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Royal Courts of Justice

Strand

London

WC2A 2LL,

Country

United Kingdom

Internet address

<https://www.theroyalcourtsofjustice.com>

#### **VI.4.2) Body responsible for mediation procedures**

Royal Courts of Justice

Strand

London

WC2A 2LL,

Country

United Kingdom

Internet address

<https://www.theroyalcourtsofjustice.com>

**VI.4.4) Service from which information about the review procedure may be obtained**

Royal Courts of Justice

Strand

London

WC2A 2LL,

Country

United Kingdom

Internet address

<https://www.theroyalcourtsofjustice.com>