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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): ocds-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

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

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

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

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

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>