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Planning

DBTH PIN - Sickness Absence Reporting

Doncaster and Bassetlaw Teaching Hospital NHS Foundation Trust

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-018871

Procurement identifier (OCID): ocds-h6vhtk-035060

Published 11 July 2022, 10:50am

Section I: Contracting authority

I.1) Name and addresses

Doncaster and Bassetlaw Teaching Hospital NHS Foundation Trust

Doncaster Royal Infirmary, Armthorpe Road

Doncaster

DN2 5LT

Contact

Richard Somerset

Email

r.somerset@nhs.net

Telephone

+44 1302642379

Country

United Kingdom

NUTS code

UKE31 - Barnsley, Doncaster and Rotherham

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

Additional information can be obtained from 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

Other type

NATIONAL HEALTH SERVICE

I.5) Main activity

Other activity

National Health Service

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DBTH PIN - Sickness Absence Reporting

Reference number

C83688 / CF-09202

II.1.2) Main CPV code

- 79414000 - Human resources management consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

We are wanting to standardise the way staffs absence is recorded (and reported) within in NHS trusts and foundation trusts who provide services within the NHS South Yorkshire Integrated Care Board (ICB) area.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE31 - Barnsley, Doncaster and Rotherham

II.2.4) Description of the procurement

Brief of what we require:

NHS South Yorkshire Integrated Care Board (ICB) is part of the South Yorkshire Health and Care System (ICS). The ICB is a system of partnerships and collaborations working together

within Barnsley, Bassetlaw, Doncaster, Rotherham and Sheffield, to help break down barriers between NHS services and providing patients with better care. It also means instead of separate organisation all being responsible for individual health and care services, work is more joined up within the region, with a single budget and a single set of health and care objectives.

We are wanting to standardise the way staffs absence is recorded (and reported) within in NHS trusts and foundation trusts who provide services within the ICBs area. Currently all trusts have their own way or capturing and reporting this data, which is not ideal and its thought a centralised system would be beneficial in stream lining the work as well as supporting our staff while they are absent.

Draft specification:

The purpose of publishing this Prior information notice is to alert potential bidders of our intention to explore solutions, procurement and contracting options for a new system.

To centralise the recording and reporting of sick absence for the ICB, the solution will need to support the needs of the HR services within a number of NHS trusts and foundation trusts in the region. The arrangement will need to incorporate an interactive voice response (IVR) solution (part 1) as well as a case management system (part 2).

The system needs to hold information for approx. 35 thousand staff, and work with ESR either with a linked interface or an excel/ .csv extract/ import option.

- Part 1

To assist the reporting of sick absence for staff, the system will need a modern and effective way of capturing staff information when they contact us regarding their absence. As well as an IVR system, we are also looking at non-verbal options, for example web chat/ eForms.

- Part 2

HR case management system, this should be a cloud based application which allows HR teams and line managers to log, track and monitor staffs cases in line with the current policy (i.e. absence recording, bullying and harassment, grievance, long term/ short term sick). It should include user friendly steps, incorporate letter templates and have the function to run a number of reports/ queries linked to the cases it holds (i.e. extracting reporting's on bullying and harassment linked to ethnicity/ gender/ disability)

The system would ideally also have functions which can be amended in-house, as if a policy is amended then the system will need to mirror this change.

We would like to hear from you if you feel you have the solution for us, written expression of interest giving a brief outline of the system and its functions in line with the both is required, this needs to be submitted by: 27th July 2022, and we will be looking to having meetings/ demonstration with providers: W/C 1st August 2022.

II.2.14) Additional information

Please register your interest via the Atamis Tendering Portal.

II.3) Estimated date of publication of contract notice

27 June 2022

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes