

13/10/2025

Procurement Shared Service  
NELFT NHS Foundation Trust  
CEME Centre – West Wing  
Marsh Way  
Rainham  
RM13 8GQ

Email: Please message via the MultiQuote portal

### **Request for Quotation: - Gamelan Music Therapy**

I am writing to you on behalf of the North London NHS Foundation Trust.

We currently have a requirement for a supplier to provide Gamelan Music Therapy. The details of which are set out in the Annex to this letter.

We require our chosen supplier to start by **01 November 2025**.

NHS *Standard Terms and Conditions for Service under a Request for a Quotation* attached will apply to any purchase.

When issuing your proposal please provide the following:

- Full name of supplier alongside DUNS number
- Experience of providing reflective percussion therapy within mental health services/NHS Trusts/prison site.
- How many staff members will be attending each group.
- To provide evidence of the enhanced DBS and CTC clearance for all staff members working on site.
- Total contract price including VAT.

Proposals to be submitted by **22<sup>nd</sup> October 2025 at 12 noon**.

The Trust is seeking quotations from a number of suppliers. The following criteria will apply to the selection of the successful supplier:-

The supplier's offer that (a – 35%) meets all the requirements set out in the Annex to this letter (b- 25%) provides all information required by this letter and (c-40%) is the lowest price.

Your response must be valid for acceptance for 90 days from the deadline for receipt of quotations. Your response constitutes an offer and if the Trust accepts that offer then a legally binding contract will exist between us.

Respondents accept that the Trust is subject to the Freedom of Information Act and government transparency obligations which may require the Trust to disclose information received from you to third parties.

This letter and your response do not give rise to any contractual obligation or liability unless and until such time as the Trust issues a letter referencing this Request for a Quotation with a valid Purchase Order number accepting your quotation. The Trust does not make any commitment to purchase and shall have no liability for your costs in responding to this Request for a Quotation.

Yours sincerely,

Tiara Pizzey  
Senior Procurement Specialist  
NELFT and NLFT Procurement Shared Service

## **Annex**

### Specification

#### **Project Details: Gamelan Music Therapy for HMP Wormwood Scrubs**

##### **Scope:**

North London NHS Foundation Trust requires weekly music making sessions for a mental health unit at HMP Wormwood Scrubs. The purpose of these sessions is to help to build self-confidence, improve communication skills, develop patience and motivation as well as building on a sense of positivity within oneself. The user will make friends within the sessions building on social skills whilst working together creatively to develop a technical musical skill. Through these sessions, the user will be able to process and develop emotions better, they will build stronger communication and team working skills.

All music facilitators must have an enhanced DBS as well as a security vetting to enter the prison sites. Security vetting will be provided on appointment of the contract, but enhanced DBS must already be attained.

Music Sessions are to be for 1 hour each week with the supplier providing a briefing and a debriefing at the start and end the session with site staff, on site at HMP Wormwood Scrubs, are group sessions with a maximum of 8 people in per group.

The sessions tend to focus on improvisation, with the men learning some basic techniques on how to play the instruments. By taking part in the sessions, the aim is to help participants:

- Relax and manage their emotions.
- Socialise and make friends.
- Become more patient, positive, and motivated.
- Develop musical skills.

All staff members entering the Prison site and working with the patients must hold an enhanced DBS and CTC clearance to work in prisons.

**Contract Period: 1 years with an optional + 1 year extension.**

##### **KPIs:**

- 90% of music sessions to be run on time and in full for the length of the contract.
- Quarterly reporting to show how many users attend the sessions in that period.
- Quarterly reporting on the number of cancelled sessions.
- Quarterly reporting on service user feedback on sessions – positive/negative feedback