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Bwrdd Iechyd Prifysgol
Abertawe Bro Morgannwg
University Health Board



Meeting Date	31st July 2018		Agenda Item	3d
Report Title	NWSSP Procurement : Single Tender Actions & Quotations			
Report Author	Helen James, Head of Procurement / Andrew Biston, Head of Accounting & Governance			
Report Sponsor	Lynne Hamilton, Director of Finance			
Presented by	Lynne Hamilton, Director of Finance			
Freedom of Information	Closed			
Purpose of the Report	To provide details of the Single Tender Actions (STA) and Single Quotation Actions (SQA) approved by the Health Board for the period 13 th April 2018 to 16 th July 2018 and to provide trend information on the number and value of STA's and SQA's.			
Key Issues	<p>During the period 13th April 2018 to 16th July 2018 there were 11 SQA's and 2 STA's approved.</p> <p>There is an overall reduction in the number of SQA's and STA's approved during this period in 2018/19 as compared to the same period in 2017/18.</p>			
Specific Action Required <i>(please ✓ one only)</i>	Information	Discussion	Assurance	Approval
	✓			
Recommendations	<p>Members are asked to:</p> <ul style="list-style-type: none"> Note <p>The SQA's and STA's approved in the period 13th April 2018 to 16th July 2018 and the comparison analysis for the same period in 2017/18 to date.</p>			

1. INTRODUCTION

- 1.1. This report provides the Audit Committee with details of the Single Tender Actions (STA) and Single Quotation Actions (SQA) approved by the Health Board for the period 13th April 2018 to 16th July 2018. The report also provides trend information on the number and value of STA's and SQA's

2. BACKGROUND

- 2.1. Standing Financial Instructions require 3 competitive quotations to be obtained for the purchase of goods and services between the value of £5,000 and £25,000 exclusive of VAT. Where the sum exceeds £25,000 competitive tendering is required for the purchase of goods and services. SQA's and STA's should be an exception and should only be called for when a single firm or contractor or a proprietary item or service of a special character is required and must be formally authorised by the Director of Finance/Director of Strategy/Chief Operating Officer and reported to the Audit Committee.
- 2.2. During the period 13th April 2018 to 16th July 2018 there were 11 SQA's approved and 2 STA's as detailed below.

Source	Volume	Value (inc VAT)
STA	2	£95,905.00
SQA	11	£96,775.63

Supplier	Requirement
Physioquipe	PhysioTouch Negative Pressure Device
Health Diagnostics Ltd	Bespoke Call and Recall IT software
Glooko AB	Insulin Pump & Blood Glucose Monitoring
Airbox Systems Ltd	ASCANS Licences
GE Healthcare	Upgrade to GE 1.5T Scanner
Orthopaedics EU Ltd	Loan of TST Telescopic Nail Kit
Implantcast GMBH	Loan of Mutars revision kit
Neil Harris City	Language Tuition

Of Languages	
Natus Nicolet UK Ltd	New Aurical Fill Spec Aud/Rem/Hit
NHS North of England CSU	NHS Benchmarking Bespoke Project for NHS Wales
GE Medical Systems Ltd	Muse Upgrade for 1 Year
Elekta Ltd	Supply and Fit of Magnetron
JAC Computer Services	Renewal of Annual Software Maintenance – Pharmacy System 01.04.18 - 31.03.19

- 2.3. Including the SQA's & STA's approved above, the table below identifies the number of STA's and SQA's received for the financial year to 16th July which shows an overall reduction in the numbers when compared to the same period in 2017/18 financial year. The introduction of the "Multiquote" System has enabled Procurement Services to better "test" the validity of SQA requests and as a consequence, a number of SQA's have been rejected and competitive bids obtained. Procurement Services continue to seek longer term arrangements to reduce the volume of SQA's processed on an annual basis. In addition, this may bring further savings through a longer term commitment. However, this isn't always possible.

Source	2017/18 – 1st Apr – 16 th July Vol.	2018/19 – 1st Apr – 16 th July Vol.	2017/18 - 1st Apr – 16 th July Value (£)	2018/19 – 1st Apr – 16 th July Value (£)
STA	3	2	197,200.00	95,905.00
SQA	20	11	174,002.00	96,775.00

For the SQA's & STA's approved in the period, each has been reviewed to ensure that value for money has been obtained. A new All Wales STA/SQA template has recently been introduced, which is far more robust in terms of the justification and VFM aspects.

The analysis of each SQA/STA is detailed below:

Ref	Goods/Services	Supplier	VFM
ABM-SQA-	PhysioTouch	Physioequipe	Sole supplier product

28804-002-SP-18	Negative Pressure Device		pricing is in line with industry standard
ABM-SQA-28804-003-DS-18	Bespoke Call and Recall IT Software	Health Diagnostics Ltd	Funded from a WG Grant, following a competitive tender exercise by ABHB. ABM has procured the same package to ensure a standardised approach and support the development of a national outcomes dataset. Pricing in line with ABHB tender.
ABM-SQA-28804-005-SP-18	Insulin Pump & Blood Glucose Monitoring	Glooko AB	This software enables the patient to download glucose monitoring information at home and allows the clinicians to view the results without having the patient come to clinic.
ABM-SQA-28804-006-SP-18	ASCANS Licences	Airbox Systems Ltd	Additional 4 licences for EMRTS, purchased at the same rate as 20 licences previously purchased on EMRTS behalf by the Wales Air Ambulance Charity
ABM-SQA-28804-007-SP-18	Upgrade to GE 1.5T Scanner	GE Healthcare	Closed Protocol – scanner can only be maintained/repaired by contract provider, pricing in line with previous costs
ABM-SQA-28804-008-DS-18	Orthopaediatrics EU Ltd	Loan of TST Telescopic Nail Kit	This particular kit has properties which reduces the risk of revision and the need for Osteostomy in later life
ABM-SQA-28804-009-DS-18	Implantcast GMBH	Loan of Mutars Revision Kit	This Kit is silver coated to reduce the potential for post-operative infection. Pricing in line with previous costs
ABM-SQA-28804-010-AT-18	Neil Harris City of Languages	Language Tuition	Provision of English tuition for overseas nurses.VFM to be achieved by the HCSW's obtaining their NMC registration and increasing the substantive nursing establishment
ABM-SQA-	Natus Nicolet	New Aurical	Free fit Audiology system

28804-011-PJ-18		Fill Spec Aud/Rem/Hit	which the Service has standardised on. product pricing is in line with industry standard
ABM-SQA-28804-012-DH-18	NHS North of England CSU	NHS Benchmarking Bespoke Project for NHS Wales	WG initiative with NHS England to Benchmark Planned Care, Theatres and Outpatients. Aligned tariff of charges across the NHS.
ABM-SQA-28804-013-DH-18	GE Medical Systems	MIUS upgrade for 1 year	Remedial repairs to X-Ray Room 1 undertaken by a contract supplier at preferential rates
ABM-STA-38861-030-RC	Elekta Ltd	Supply & Fit of Magnatron	Closed Protocol - machine can only be maintained/repared by contract provider, pricing in line with previous costs
ABM-STA-238862-031-BM-RC	JAC Computer Services	Renewal of Software Maintenance – Pharmacy System	Closed Protocol licence renewal and maintenance can only be provided by originator, pricing in line with previous costs

3. GOVERNANCE AND RISK ISSUES

- 3.1. The SQA and STA process is administered by NWSSP Procurement who continually review SQA and STA requests to determine if such requests are appropriate. The approval process and reporting of approvals to the Audit Committee ensures that Standing Financial Instructions are Complied with.

4. FINANCIAL IMPLICATIONS

- 4.1. All SQA and STA requests are reviewed by NWSSP Procurement to ensure that value for money is being obtained in all cases and so the financial implications of each request are taken into account prior to the approval of all SQA's and STA's.

5 RECOMMENDATIONS

5.1 The Audit Committee is asked to note the SQA's and STA's approved in the period 13th April 2018 to 16th July 2018 and the comparison analysis for the same period in 2017/18.

