



Freedom of Information Request

Ref: UHB 19-415

14 August 2019

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

1. What procurement system do you use?

Eros Purchase order System.

Nexus Catalogue Management System.

CTM tender system.

And is this also where you publish tenders?

Procurement publishes tenders in CTM system.

2. Do you publish tenders anywhere else, if so where?
 - a. For example, your website, Contracts Finder etc.

CTM System, OJEU and Contracts Finder.

3. How much do you pay per annum for your procurement software?

This varies for each system between £70k to 5k.

4. What are the contract start and end dates with the provider and when will the next tender become available?

Contracts are due to expire in April 2021.

5. How long have you used this software for in total?

The timescales differ for each system but in total 15 years.

6. What are the purchasing rules of your organisation?

- a. For example - £0-£10,000 (3 quotes), £10,000+ public notification etc.

- Spend below £5k order can be dispatched with just proof of best value.

- Over £5k -25k 3 quotes need to be received.
- £25k - £118,113 OJEU a Tender process should be carried out.
- Above OJEU formal OJEU process.
- All opportunities are published on the CTM procurement system website and contracts finder

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Trust Secretary
University Hospitals Bristol NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

FOI Team
UH Bristol NHS Foundation Trust