

**LIVING WELL @ HOME - Regulated home based care/domiciliary care**

**INVITATION TO PARTICIPATE**

**FRAMEWORK REFERENCE: TSDFT/ASC/05/19**

Dear Providers

The Trust is issuing this Invitation to Participate ahead of the final specifications and confirmation of rates.  This will allow potential Providers to familiarise themselves with the Selection Questionnaire and Award Criteria Questions (known as the ‘Response’), and to give potential Providers the opportunity to start these documents. At a later date the Trust will issue the final specification and rates, and then set the date and time for the closing date for the return of your Response. We will provide potential Providers a reasonable amount of time to formalise their response.

The Trust will support potential Providers by providing three workshop days on the following dates and times:

* Thursday 21st November 10:30 – 11:30 and 14:00 – 15:00
* Thursday 28th November 10:30 – 11:30 and 14:00 – 15:00
* Thursday 12th December (as part of the Care Collaborative Event)

The purpose of these workshops will be to:

* Explain and demonstrate how EU-Supply (the procurement portal) works
* Walk through the Selection Questionnaire and Award Criteria questions.

PLEASE CONFIRM YOUR PREFERRED TIMES SLOT AS SOON AS POSSIBLE - VIA THE EU SUPPLY PORTAL MESSAGING OPTION. If you are having issues with the EU supply portal please contact us on 01803 653365 or procurement.tct@nhs.net

Yours faithfully

Mark Slaney

Head of Procurement