

**SOFT MARKET TESTING QUESTIONNAIRE**

**Leicester City Council**

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| **PROJECT** |
| **Integrated Sexual Health Services** |

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| **This document should be completed and returned in accordance with the Guidance for Providers** |
| **This completed questionnaire must be returned electronically by email**  **before or no later than 14:00 hours on 31 January 2023 to the email address**  [**procurement-asc@leicester.gov.uk**](mailto:procurement-asc@leicester.gov.uk)  **with the subject heading:** **‘Completed SMT Q – LCC ISHS** |
| Officer involved  **Yatish Shah, Service Manager Procurement**  **Leicester City Council** |

**11/01/2023**

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**SOFT MARKET TESTING - THIS IS NOT A CALL FOR COMPETITION**

**Introduction**

Leicester City Council (the Authority) are currently considering options for the future design and procurement of their Integrated Sexual Health Services (ISHS). The current contractual arrangement expires on 31 March 2024. The Authority therefore anticipates commencing the procurement of ISHS in spring 2023 with a view for the proposed new ISHS to be operational from 1 April 2024.

As a part of this process, the commissioners of this service are keen to capture provider experience, skills, knowledge and concerns at an early point to ensure these can be fully considered throughout the service and procurement design phases.

At a high level, sexual health services will typically include elements of:

* Contraceptive services,
* Psychosexual services (sexual health aspects),
* Sexually transmitted infection (STI) testing and treatment, Online STI testing and some treatment, Emergency Hormonal Contraception (EHC) and Oral contraception
* Young people’s specific services,
* Outreach models (both clinical and non-clinical) and health promotion,
* Professional training (including clinical staff),
* Network management, and
* Sexual health leadership across the city of Leicester.

The Authority is therefore undertaking this soft market test. This gives potential providers and other stakeholders the opportunity to express their interests and feed in their views about the potential service model and specification principles. The Authority will use the information to appraise options and further develop the specification.

This process does not constitute a formal tender or other competitive bidding process and will not result in the letting of a Contract. The authority is using this process solely to test the market to gather information and ascertain the level of interest in this service. There are therefore no formal criteria which we will use to judge your responses and it is not our intention to provide any feedback.

# Guidance for providers

Please keep a copy of your completed questionnaire. You will need this if we need to clarify or discuss your answers with you.

This completed questionnaire must be returned electronically by email before or no later than **14:00 hours on 31 January 2023** to the email address [procurement-asc@leicester.gov.uk](mailto:procurement-asc@leicester.gov.uk) with the subject heading: ‘Completed SMT Q – LCC ISHS’’.

# Confidentiality and Freedom of Information

Please be aware that we are subject to the disclosure requirements of the Freedom of Information Act (FOIA) and that potentially any information we hold is liable to disclosure under that Act. For this reason, we would strongly advise that any information you consider to be confidential is labelled as such.

The Council is committed to open government and to meeting its legal responsibilities under the Freedom of Information Act 2000. Accordingly, all information submitted to a public authority may need to be disclosed by the public authority in response to a request under the Act. The Council may also decide to include certain information in the publication scheme which the Councils maintain under the Act. Under the Freedom of Information Act 2000 ("FOIA"), members of the public or any interested party may make a request for information to the Council.

The Council will consider the disclosure of any information, including prices, contained in the SMT document, subject to the exemptions the FOIA.

# Soft Market Testing Questionnaire

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| **GENERAL INFORMATION** | | |
| **4.1 Full name, address and website** | | |
| Trading name of the organisation |  | |
| Address |  | |
| Town/ City |  | |
| Postcode |  | |
| Country |  | |
| Website URL |  | |
| **4.2 Main contact for correspondence about this questionnaire** | | |
| Name |  | |
| Position |  | |
| Telephone number |  | |
| Mobile phone number |  | |
| Email address |  | |
| **4.3 Trading Status** | | |
| Trading status of organisation:  a limited company  a public limited company  a limited liability partnership  other partnership  a sole trader  a third sector  other (please specify) | | |
| Date of registration in country of origin | |  |
| Company registration number (if applicable) | |  |
| Charity registration number (if applicable) | |  |
| **4.4 Organisation Classification** | | |
| Relevant classifications (state whether you fall within one of these, and if so which one)  Voluntary Community Social Enterprise (VCSE)  Sheltered Workshop (an organisation that employs people with Learning Disability separately from others).  Public service mutual  Not applicable | | |
| **4.5 Size of Organisation** | | |
| Is your organisation a Large, Medium, Small or Micro Enterprise (SME)?  Micro (0-10 employees)  Small (11-50 employees)  Medium (51- 250 employees)  Large (over 250 employees) | | |
| **Questions for the market**  Interested parties are asked to provide responses to the following questions.  Please note that although there is no word limit, we do not expect huge amounts of detail in response to each question. | | |
| **Question 1** | | |
| **Please describe:**   1. **What roles digital and web-based technologies can play in the delivery of the above services, e.g., online triage and booking facilities, or online and vending access to such as STI self-sampling test kits and contraception** 2. **Any efficiencies that can be or have been secured from the above**.   Provide your response here: | | |
| **Question 2** | | |
| **How do providers balance the demand between online services and the provision of a skilled appropriately paid workforce within a capped budget?** paid workforce within a capped budget?  Provide your response here: | | |
| **Question 3** | | |
| **In your experience, what are the risks of TUPE transfers in relation to the above services?  Are such risks likely to deter your organisation from bidding for such contracts and if so, how could they be mitigated?**  Provide your response here: | | |
| **Question 4** | | |
| **In terms of service cost,**   1. **What are the key costs pressures affecting the above services both currently and potentially over the next three to five years?** 2. **What contract and procurement approaches best allow providers to meet these costs proportionately over the term of the contract?**   Please provide your response here: | | |
| **Question 5** | | |
| **Please stipulate,**   1. **What element of a typical sexual health related specification or tender process is most likely to attract your organisation to submit a bid?** 2. **What element of a typical sexual health related specification or tender process is most likely to deter your organisation from submitting a bid?**   Please provide your response here: | | |
| **Question 6** | | |
| **In relation to the property/location-based elements of service delivery:**   1. **What are the main risks and barriers to being asked to deliver some elements of this service type from a prescribed location within a contract, and what would be your proposed mitigations?** 2. **If required, would your organisation be able to source suitable locations to facilitate some elements of service delivery?** 3. **Would providers be willing to share space with other public health related service in the sexual health services main location?**   Please provide your response here: | | |
| **Question 7** | | |
| **Leicester is a forward-thinking authority and would like to develop the following in the next 3 years:**   1. **A single point of access for Long-Acting Contraception across primary and secondary care** 2. **A training plan for sexual health services in primary and secondary care**   **Do you have examples of these that you could share?**  Provide your response here: | | |

5. UNDERTAKING BY THE PROVIDER

I/We certify that the information supplied is accurate to be best of my/our knowledge and that I/We accept the conditions and undertakings requested in the questionnaire and also fully understand that this is not a call for competition.

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| Signed\* |  |
| Name (please print) |  |
| Position |  |
| On behalf of (name of organisation) |  |
| Date |  |

**\****Please note the term ‘Provider’ refers to sole proprietor, partnership, incorporated company, and cooperative as appropriate. The undertaking should be signed by a partner or authorised representative in her/his own name and on behalf of the Provider*