NEL,
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10th September 2019

Dear Sir/Madam

**Enfield CCG Community Phlebotomy Service – Market Engagement**

NEL Commissioning Support Unit (NEL) are requesting market feedback, on behalf of the NHS Enfield Clinical Commissioning Group (CCG) to inform the potential procurement for Enfield Community Phlebotomy Service.

In order to assist the CCGs with testing their assumptions and proposed service requirements, your responses to the questions listed below will explore the following areas:

* The refreshed service specification
* Timescales to handover existing services (if required) and mobilise new services
* Approach for delivering local patient access for in Enfield
* Key drivers and how requirements might be changed to drive better value and factors that influence performance measures and costs.

The responses to these questions may assist the Commissioners in help shape requirements. We ask that interested providers submit responses to the following key questions using the template provided. Respondents are requested to specifically address the questions rather than attaching extensive technical or promotional information as such information will not be considered.

**Please complete the template and return this via the pro contract messaging facility**

**(**https://procontract.due-north.com/Login/**) - By 17:00 noon on 24th September 2019.**

The following attachments are available to interested parties to further inform the submission of the questionnaire response. These documents are available for download via the Pro-Contract E-Tendering portal at the link provided above:

* Market Engagement Questionnaire
* Refreshed Service Specifications

These documents are available for download via the Pro-Contract E-Tendering portal at the link provided above. Please direct any questions via the e-Sourcing portal.

Yours faithfully,

**Odezi Stephen Ivuerah**

**Procurement Manager**

**NEL**

**SUBMISSION PROCESS AND CONDITIONS OF SUBMISSION**

1. This document is not an Invitation to Tender (ITT). This is a Market Engagement Questionnaire based on the draft service requirements provided with this document.
2. Your response to this Market Engagement Questionnaire is voluntary. Completion of the questionnaire will in no way obligate your organisation to participate in any other future process. Confidentiality will be kept for the purpose of any future process, if undertaken. The Questionnaire should be completed and submitted via the Pro-Contract message board. The link is contained on the previous page.
3. The information submitted will be used by Enfield CCG to gain a greater understanding of the market as it stands currently, understand how we can specify to gain maximum efficiencies from the contract.
4. Completed Questionnaire responses must be submitted by no later than the deadline date and time stated. Any submissions received after this specified deadline may not be considered in the Market Engagement process.
5. The refreshed Service Specification is provided to assist potential providers in responding to the Questionnaire process. Respondents should note that that this information is provided in good faith and is indicative only and may not reflect the data used in any future procurement process, if undertaken.
6. The information provided as part of this Market Engagement is presented in good faith and does not purport to be comprehensive, or to have been independently verified. Neither Enfield CCG, nor any NHS body or any of their respective advisers accept any responsibility or liability in relation to its accuracy or completeness, nor any other information which has been, or which is subsequently made available to any interested party, or any of their advisers, orally or in writing or in whatever media.
7. Nothing in these documents is, or shall be relied upon as, a promise or representation as to any decision by Enfield CCG in relation to any future procurement. No person has been authorised by the CCGs, its advisers or consultants to give any information or make any representation that is not contained in these documents and, if given or made, any such information or representation shall not be relied upon as having been so authorised.

Please note, this is purely a Market Engagement exercise to gather facts on potential providers. There is no guarantee that a procurement exercise will follow the completion of this Market Engagement exercise.

**QUESTIONNAIRE**

**REFRESHED SERVICE SPECIFICATION**

Please download and review the documentation made available on the e-Sourcing portal. On review of this document, please provide responses to the following questions.

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| **Question #1** | Please share your views on the proposed Service specifications for the modalities:* Community Phlebotomy
* Domiciliary

Do you have any specific comments that you feel may help to enhance the specification? What would you see as the key delivery challenges based on the proposed specification? |
| **Response #1** | *Maximum of 500 words* |

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| **Question #2** | In your opinion, does the Service Specification in its current format present any inherent (disproportionate or unreasonable) risks to the service provider? If “Yes”, please describe the risks you have highlighted and any proposed amendment to the Service Specifications to mitigate the risk. |
| **Response #2** | *Maximum of 500 words* |

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| **Question #3** | Having reviewed the Service Specification and attended the Market Engagement Event, in your view what level of efficiencies could be achieved and how? |
| **Response #3** | *Maximum of 500 words* |

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| **Question #4** | Would this service a suit a mobile solution or another innovative approach?  |
| **Response #** | *Maximum of 500 words* |

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| **Question #5** | What is the minimum age you can deliver this service to? |
| **Response 5** | *Maximum of 500 words* |

**SERVICE MOBILISATION**

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| **Question #6** | Please provide a broad indication of the likely timescales for mobilising the services? |
| **Response #6** | *Maximum of 500 words* |

**GENERAL FEEDBACK**

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| **Question #7** | If you would like to provide any more detailed feedback on any aspect of the information provided, please add this in response to this question.  |
| **Response #7** | *No word limit* |

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| **Question #8** | What additional information would assist you in understanding the CCG’s requirements? |
| **Response #8** | *Maximum of 500 words* |

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| **Question #9** | Based on the information that has been provided, would you be interested in tendering to deliver these services? If “No”, please provide the reason for your decision, including any barriers to prevent you from bidding. |
| **Response #9** | *Maximum of 500 words* |

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| **Question #10** | Please provide a response to the following: |
| **10a** | Please confirm your organisation type e.g. Public Limited Company, Limited Company, Charity, Social Enterprise, NHS Trust, NHS Foundation Trust, other NHS organisation, other (please state); |  |
| **10b** | Please indicate if you intend to bid to provide the services as a Sole Provider, a Lead Provider with sub-contractors, a partnership or consortium, other. Please provide details as to the elements of service provision intended to be subcontracted if relevant. |  |

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| **Organisation Name** |  |
| **Contact Name** |  |
| **Position** |  |
| **Contact Details** | Tel: | Email:  |
| **Signed** |  |
| **Date** |  |