|  |  |
| --- | --- |
|  | **Corporate Services**  Civic Centre, Stockwell Close, Bromley, BR1 3UH  Telephone: (020) 8464 3333  Email: Procurement@Bromley.gov.uk  Internet: www.bromley.gov.uk  Our ref: DNXXXXXX |

**Domiciliary Care Providers: Market Suppliers Day**

The London Borough of Bromley are intending to hold a Market Suppliers Day for all Domiciliary Care providers who are interested in and are keen to apply to the forthcoming Invitation to Tender.

This work will involve providing Domiciliary Care to Older People and at times Children and Young People. The Council’s estimated budget for this contract is £5.7-10.7mill p.a. for Framework providers. The Council is seeking to gauge in principle interest in bidding for work of this type.

This invitation to attend the Market Supplier Day will be open for a period of seven (6) days commencing on 6th August 2024 until 12th August 2024 midday. Please could you complete the attached registration form and return via the message function on ProContract no later than 12 noon 9th August 2024.

The event will take place on-line on 13th August from 15.00 till 17.00 hours.

The primary aim of this Market Suppliers Day invitation is to allow a discussion to take place relating to the following topics:

Overview of Domiciliary Care

Quality Standards

Brokerage Process

Trusted Assessor

Pricing Matrix

During the Market Suppliers Day Potential Providers may seek clarification regarding any aspect of the forthcoming Invitation to Tender.

We kindly ask you to send one representative per organisation. Whilst this is an on-line meeting the more people attending may place our IT system under strain.

All communications relating to this Market Suppliers Day Event process must be via the messaging function via ProContract. Potential Providers are requested not to sign or include any identifying marks on their queries as these and the Council’s responses may be made available to other tenderers via ProContract.

No verbal clarification will be given to Potential Providers. Do not seek unauthorised communication with Council Staff.

To ensure that all Potential Providers have equal access to information regarding this procurement, responses to clarifications raised by Potential Providers will be published via the e-procurement portal.

Potential Providers obtaining or receiving this Invitation and any documents issued in relation to this invitation may use the documents only for the purpose of preparing an invitee’s response. Such Intellectual Property Rights as may exist in this Invitation and any other documents provided to the invitees by or on behalf of the LBB in connection with the EOI process are owned by (and will remain the property of) the LBB except to the extent expressly provided otherwise.

Yours sincerely

The Project Team

**Domiciliary Market Suppliers Day**

I / We wish to register my/ our interest in attending the Domiciliary Market Suppliers Day. I / We wish to be included for within any future opportunity for this project.

|  |  |
| --- | --- |
| Details of signatory wishing to attend the Domiciliary Care Providers Market Suppliers Day | |
| Full Name |  |
| Title |  |
| E-Mail Address  (this must be for the named signatory, not a generic email) |  |
|  | |
| Company Name |  |
| Full Name of Company |  |
| Address |  |
| Telephone number |  |
|  | |
| Date |  |