

Procurement Overview

Introduction

MLCSU Procurement provide healthcare and transactional procurement services to 37 CCGs:

- 8 CCGs in Lancashire
- 14 CCGs in Cheshire and Merseyside
- 8 CCGs in Staffordshire and Shropshire
- 4 CCGs in Worcestershire and Herefordshire
- 3 CCGs in Leicestershire

We also provide an internal procurement service to the CSU, covering a spend of circa £20m and 1400 WTEs

We have a team of 20+ procurement professionals who deliver these services from a mixture of CSU offices and embedded teams at CCGs

We operate a flexible model with staff operating within certain regional areas

We adhere to national policy and regulations for all spend:

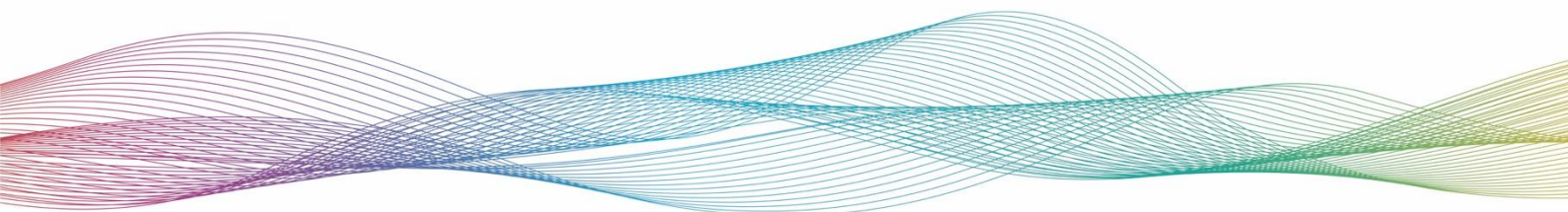
- Public Contracts Regulations 2015
- Procurement, Patient Choice and Competition Regulations 2013
- NHS England Standing Financial Instructions
- NHS England Non-Clinical Procurement Policy

Healthcare services

Provided to our clients

Our objectives:

- Provide strong procurement and commercial support
- Advise and embed best practice in CCGs
- Support to enable the delivery of national, regional and local agendas
- Offer innovative, transformational solutions
- Provide expert advice regarding procurement options and requirement (or not) to go to competitive tender
- End to end project delivery on complex healthcare procurement processes using a range of different procedures



- Ensure compliance with The Public Contracts Regulations 2015 (Light Touch Regime) and Procurement, Patient Choice and Competition Regulations 2013
- Provide a tailored procurement strategy and policy for our clients
- Maintain a procurement register, showing all awarded contracts
- All processes are conducted using an electronic sourcing system and evaluation system

Transactional services

Provided to our clients

Our objectives:

- Provide strong procurement and commercial support
- Advise and embed best practice in CCGs
- Offer value for money solutions
- Meet time sensitive Key Performance Indicators
- Conversion of purchase requisitions to purchase orders
- Ensure compliance with CCGs Standing Financial Instructions
- Assist if quotations are required or advise where a waiver is needed
- Record and send for approval to SBS, supplier forms for entry onto Oracle
- Manage invoice queries with requisitioners
- Production of a monthly management report

Internal procurement services

- Provision of the transactional service as for our clients
- Delivery of procurement processes, typically framework competition processes
- Ensure compliance with NHS England's Standing Financial Instructions
- Assistance with direct award processes including compiling specific procurement strategies and general reporting requirements
- Drafting contract documents

