Dynamic Purchasing System (DPS) for Care Home and Supported Living Placements

2016-2020
Contents

1. DPS Update
2. What is a Dynamic Procurement System (DPS)?
3. The Procurement System
4. How to Apply to Join the DPS
5. Service Categories
6. Processing Applications
7. Note on Funded Nursing Care
1. DPS Update

Over 320 care homes and supported living services successfully applied to join the opening phase of the DPS from 1st September 2016.

The 8 West London Alliance councils will all call-off individual placements from those suppliers entered on the DPS using an online e-referral system. The boroughs will also use the DPS for mini-competitions e.g. for winter pressure beds, step-down beds or for selecting new supported living providers for borough owned properties.

The 8 boroughs participating in the DPS are:

- Ealing
- Brent
- Barnet
- Hounslow
- Hillingdon
- Hammersmith & Fulham
- Westminster
- Kensington & Chelsea

Only providers who have successfully entered onto the DPS will be invited to respond to individual call-offs or mini-competitions.

The DPS is open to new supplier applicants from September 2016. The term of the DPS is 4 years, with the option to extend for a further 4 years.

2. What is a Dynamic Procurement System (DPS)?

A DPS is a fully-electronic procurement process used by public sector bodies to award contracts for works or services. It ensures that the end-to-end process is competitive, fair and transparent. Suppliers need to meet the online entry criteria to get onto the DPS. New suppliers can join at any time during the lifetime of the DPS.

3. The Procurement System

Ealing Council is acting as lead borough and the contracting body for the 8 boroughs.

Access to Tender applications is through the London Tenders Portal. Ealing will use this system to manage the entry process for Suppliers wishing join the DPS. As indicated, each borough will call-off (source) from the DPS using an online e-brokerage solution or e-referral solution as and when required during the term of the DPS. Suppliers therefore need to be able to use multiple online referral systems.

4. How do you join the DPS?

Suppliers who wish to offer placements to the participating boroughs can apply online through the London Tenders Portal and complete the online application. This is an easy process using the ‘light touch’ approach. Once registered on the system, Suppliers will receive a notification of the tender opportunities (Requirements) that they can apply for on the portal.
The details of our DPS tender opportunity on Due North are as follows:

Project ID: DN128118
Project title: DPS for Care Home and Supported Living Placements
Organisation: London Borough of Ealing
Portal: London Tenders

The process involves 3 simple steps process - Registration, Application and Admission:

Registration
- Suppliers must first register on the London Tenders Portal at [https://www.londontenders.org/](https://www.londontenders.org/)
- Once registered, Suppliers can then progress to complete the application page.

Application
- The Entry Guide, Invitation to Tender (ITT), Pricing Schedules and the Form of Tender documents have all been pre-loaded onto the system.
- The application process consists of mandatory online qualifying questions that must all be answered – referred to as the Qualifying Questionnaire or QQ. Non-CQC registered Supported Living Suppliers need to complete an additional Method Statement; this is because Ealing Council’s contract rules require a ‘qualitative’ evaluation to take place for non-registered support providers.
- Suppliers must successfully meet the entry criteria to be admitted onto the DPS.
Admission
- Once completed - applications will be checked and validated by the Project Team.
- Suppliers will receive an email notification confirming whether or not their application to join the DPS has been successful within 10-days of submitting their application.
- If the application to join the DPS is unsuccessful due to a supplier NOT meeting the entry criteria (or Method Statement requirements) then the Project Team will provide feedback to allow the supplier to rectify any issues and reapply to join the DPS.
- As this is a DPS Providers may re-apply again at any time.

The Project Team can communicate with Suppliers (and vice versa) throughout the entry stage via the London Tenders Portal in an open and transparent manner.

5. Service Categories

When joining the DPS Providers will be asked which categories they are applying for. There are 4 categories within the DPS:

<table>
<thead>
<tr>
<th>Category 1</th>
<th>Category 2</th>
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<tbody>
<tr>
<td>Care Home Placements</td>
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<tr>
<td>(Priced)</td>
<td>(Non-priced)</td>
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<td></td>
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<tr>
<td>• Older People (55 plus)</td>
<td>• Physical Disabilities</td>
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<tr>
<td>• Dementia (18 plus)</td>
<td>• Learning Disabilities</td>
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<tr>
<td>• End of Life Care (18 plus)</td>
<td>• Autism</td>
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<td></td>
<td>• Mental Health (including Forensic History)</td>
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<td></td>
<td>• Sensory Impairment (Including Deaf / Blind)</td>
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<td></td>
<td>• Korsakoffs Syndrome</td>
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<td></td>
<td>• Brain Injury / Neurological Conditions</td>
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<td></td>
<td>• HIV / AIDs</td>
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<table>
<thead>
<tr>
<th>Category 3</th>
<th>Category 4</th>
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<tbody>
<tr>
<td>CQC Regulated Supported Living Placements</td>
<td>Non-CQC Regulated Supported Living Placements</td>
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<tr>
<td>(Non-priced)</td>
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6. E-Brokerage

Successful Suppliers are also required to join the following e-brokerage systems: **CarePlace** at [www.careplace.org.uk](http://www.careplace.org.uk) and **Connect to Support** at [www.connecttosupporthillingdon.org](http://www.connecttosupporthillingdon.org). Please note that to be considered for placement opportunities, successful Suppliers must add their services to both e-brokerage systems.

**CarePlace**

Suppliers can see what the CarePlace e-brokerage module looks like by viewing the online guide via the following link:

[http://www.affinityworks.co.uk/elearning/eBrokerageResponses/eBResponse.htm](http://www.affinityworks.co.uk/elearning/eBrokerageResponses/eBResponse.htm)
Once registered with Connect to Support, suppliers can access an on-line guidance tool to assist with creating individual location profiles. Further assistance is available via the Connect to Support Helpdesk on 0333 6006330 or by email at info@publicconsultinggroup.co.uk

6. Processing Applications

New applications will be processed and the supplier notified of the outcome of their application no later than 10 working days after the submission of their online application.

7. Note on Funded Nursing Care (FNC)

Nursing Suppliers should note that in July 2016 NHS England announced an interim increase in the level of Funded Nursing Care (FNC). The West London BMA nursing bands within the Pricing Schedule have been amended to reflect this increase.

However, nursing suppliers should note that the ‘gross’ nursing figures may change (and even be reduced from the 1st January 2017) as a result of a full review of FNC also announced by NHS England in their July statement.

The published nursing bands therefore only apply for the period up to the 31st December 2016. The Pricing Schedules will be updated accordingly after this date following further announcements by NHS England on this matter.