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7 September 2017

Freedom of Information Request – Ref: FOI 131-1718

Thank you for your recent Freedom of Information request about Procurement and IT.
Please find the Trust's response attached.

Should you have any queries in relation to our response in this letter, please do not hesitate to contact me. If you are unhappy with the response you have received in relation to your request and wish to ask us to review our response, you should write to:-

Anna Hilditch
Assistant Trust Secretary,
2gether NHS Foundation Trust
Rikenel
Montpellier
GLOUCESTER GL1 1LY
Tel: 01452 894165
E-mail: anna.hilditch@nhs.net

If you are not content with the outcome of any review, you may apply directly to the Information Commissioner's Office (ICO) for further advice/guidance. Generally, the ICO will not consider your case unless you have exhausted your enquiries with the Trust which should include considering the use of the Trust's formal complaints procedure. The ICO can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely,

Lisa Evans

LISA EVANS
Information Governance Officer
2gether NHS Foundation Trust

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or write to: OPSI, 102 Petty France, London SW1H 9AJ.

Please answer the following by placing an 'X' or written answer in box(es) beneath the appropriate question(s):

S.1. Procurement General:

Ref	Question:	Completely	Mostly	Partially	Minimally	Not at All
Q1	Are SCOL Catalogues Integrated into your own procurement P2P system (example oracle also provides access to SCOL)?					X

Ref	Question:	Completely	Mostly	Partially	Minimally	Not at All
Q2	Are Contract Catalogues an integral part of your P2P procurement system?		X			

Ref	Question:	1	2	3	+3	None
Q3	How many dedicated Procurement Systems People manage your P2P system including Catalogue Management – excluding SCOL?				X	

Ref	Question:	Only Contracts Finder	Only own e-Commerce portal (state by name)	Both Contracts Finder and own e-commerce Portal	Other (state by name)
Q4	Does Procurement manage Open / OJEU Tenders and bidding activity through Contracts Finder or your own e-commerce portal such as 'Bravo' etc?			CTM	

Ref	Question:	Integral1	Integra2	Aggresso	Oracle	Oracle Fusion	Powergate	Cedar	Eros	Other (state by name)
Q5	Identify the P2P Procurement System Your Trust uses									CTM

Ref	Question:	Integral1	Integra2	Aggresso	Oracle	Oracle Fusion	Powergate	Cedar	Eros	Other (state by name)
Q6	Identify the Finance Management System Your Trust uses									Smartstream

Ref	Question:	Under responsibility of Finance (DoF)	Under responsibility of the Board	Under responsibility of another group or 'Efficiency' body	Responsible to Other (state by name)
Q7	In your Trust, which group or directing body is the Procurement function immediately responsible to?				

Please answer the following by placing an 'X' or, where appropriate, a written sum/response in the relevant boxes beneath the appropriate question(s):

S.2 Contracts & Contract Management

Ref	Question:	Dedicated contract management programme	As part of P2P system	Procurement & Buyers own records	Managed by Each User Dept	Other
Q8	How do you maintain contract management?	TopDesk where identified to Procurement Service Provider				

Ref	Question?	Procurement and Supplies	IT/IM&T/e-Health	Estates and Facilities	Medical Equipment/Med Library	Other
Q9	What is the current number of contract that exist in the following departments: <i>The Trust does not hold this information.</i>					

Ref	Question:	Yes in every contracting case	Sometimes but not all	None have been advised on Contracts Finder
Q10	Are all Contracts and Awards for Business with a Total Value of +£25,000 advised on Contracts Finder from May this Year?		Yes In the case where it is not, a waiver needs to be signed as per our standing financial instructions, by our CEO	

Please answer the following by placing an 'X' or, where appropriate, a written sum/response in the relevant boxes beneath the appropriate question(s):

S.3 IM&T / IT / e-Health Procurement:

Ref	Question: Which of the following descriptions best defines who leads Procurement activity of IM&T (tab's, Laptops & PC's amount of less than 10 units)?	Trust Procurement Department	IM&T uses own qualified procurement professional	IM&T conducts own without procurement professional	Procurement outsourced	
Q11			X			
Ref	Question: Which of the following descriptions best defines who leads Procurement activity of IM&T (tab's, Laptops & PC's amount of More than 10 units)?	Trust Procurement Department	IM&T uses own qualified procurement professional	IM&T conducts own without procurement professional	Procurement outsourced	
Q12			X			
Ref	Question: What was the value of spend on Laptops, Tabs, PC's and Mobile/Smart Phone devices in the last year to April 2017? (excluding call and service charges)	Laptops	Tablets	PC's/Workstations	PC Screens	Mobile/Smart Phones
Q13		£1,127000	£0	£17500	£20551	£34454
Ref	Question: How many assets, of the following type, are recorded as Trust property?	Laptops	Tablets	PC's/Workstations	PC Screens	Mobile/Smart Phones
Q14						
Ref	Question: What brands form the <u>majority</u> of above purchased Laptops, PC's and Tablets, eg. Dell, HP., Stone, Lenovo.	Laptops	Tablets	PC's/Workstations	PC Screens	
Q15		Toshiba	Apple	Viglen	AOC	
Ref	Question: What Mobile Telecommunications supplier(s) does the Trust use to supply call services & what was last year (to April 2017) total call and service charges inc VAT? (excluding cost of devices)	Call Contract Supplier 1		Any Additional Contracted Supplier		
Q16		Everything Everywhere				
		Charges for above calls and service (not devices) for year to April 2017	£110,555	Additional Charges for above calls and service (not devices) for year to April 2017	£	