

## **NHS England (South) procurement of orthodontic services – reminder to register on DPS by extended deadline of 21<sup>st</sup> March 2017**

We wrote to you in December about the plans to procure orthodontic services across the South region of NHS England.

A key element of the procurement is that only those providers who have gained accreditation on the dynamic purchasing system (DPS) will be invited to tender for orthodontic contracts.

**To tender for orthodontic contracts in any part of the South region starting from 1<sup>st</sup> April 2018 you will need to have registered and gained accreditation on the DPS. Please be advised that the deadline to do this has now been extended to 21<sup>st</sup> March 2017.**

### **What do I need to do now?**

The dynamic purchasing system (DPS) consists of a two stage process.

1. The first stage seeks to establish an approved providers list under which individual tenders can be run. In order to be listed as an approved provider on the DPS you will need to complete a questionnaire (known as a selection questionnaire) which will test your eligibility, capacity and capability as a provider.
2. In the second stage all providers successfully accredited and listed on the DPS will be invited to submit tenders for specific contracts

The DPS will remain open and you can gain accreditation at any time in order to be able to submit tenders for future contracts. However, if you are interested in tendering for contracts commencing in April 2018 you will need to have gained accreditation on the DPS by 21<sup>st</sup> March 2017.

The advertisements for the DPS have been published on the following portals:

- [Tenders Electronic Daily \(OJEU\)](#)
- [Contracts Finder](#)

Please make sure you register with each of these portals as soon as possible and set up tender alert functionality (which is free of charge on both). The advertisements will direct you to the e-procurement portal through which you will be able to access the full procurement documentation and submit your applications.

The selection questionnaire will test a number of elements and to be successfully listed as a supplier on the DPS you must pass all of the relevant elements that are detailed in the procurement documentation which is available on the DPS. The DPS also includes questions and answers about the procurement. If you have any further questions you can post these on the DPS, which is the only way that questions can be raised.

## **What happens if I am not successful in gaining accreditation?**

If you are unsuccessful in gaining accreditation on the DPS you can reapply. There is no limit to the number of times you can do this but if you want to bid for contracts starting in April 2018 you will need to have applied and successfully gained accreditation by 21<sup>st</sup> March 2017. Interested bidders are therefore encouraged to apply as early as possible so that if their application is not approved at the first attempt, they will have sufficient time to submit further application(s) before 21<sup>st</sup> March 2017.

## **How do we gain accreditation before we know if we may want to form a consortium?**

If you are considering submitting a bid as part of a group working with other providers you will still need to have gained accreditation as individual providers at this stage in order to be able to submit a joint bid at the second stage.

NHS England, including chairs of Local Dental Networks, is not able to provide advice on business models. If you are considering setting up a new business model you may be able to get advice from your Local Dental Committee, the British Dental Association or British Orthodontic Society. If they are unable to advise then you should seek independent legal advice on this matter.

## **What happens next?**

Once you submit an application to be admitted to the DPS through the e-procurement system you will receive notification of admission or rejection via the e-procurement systems messaging function. You will be informed of the decision and the reasons why as soon as your application has been evaluated. If you are unsuccessful you are able to submit a new application but will need to do this within plenty of time to meet the deadline of 21<sup>st</sup> March

The procurement will be run as one process which will be split into geographical lots so that you can bid for those services which are of interest to you.

We plan to commence competitions for individual contracts via the DPS from the beginning of April 2017.

**You must submit an application in sufficient time for it to be approved by the 21<sup>st</sup> March 2017. Only then will you be invited to tender for individual contracts. This process starts from April 2017 for contracts to commence April 2018.**

You can still apply for accreditation after this date but will then only be able to tender for contracts starting at a later date.

You can find more information and a link to the DPS on the [Contracts Finder website](#). For updates on procurements you can register on the [Tenders Electronic Daily website](#).