

## eProcurement Questionnaire

### Request

### Freedom of Information Act 2000 eProcurement Questions

These questions relate to the Trust's use of a Transactional eProcurement System (sometimes called a Purchase to Pay or Purchase Order System). It is defined as a System used to buy Goods and Services from the Trust's Suppliers that creates Purchase Orders. It is not a system used for Contract Tendering or Requests for Quotation. If you have a system that does both, these questions relate to the transactional element of the system only. If you have any additional information to support your answers, please add these to the end of the document.

| Name of Trust |                                                                                                                                                          | <ENTER TRUST NAME HERE>          |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| No            | Question                                                                                                                                                 | Answer                           |
| 1             | Does your Trust use a Transactional eProcurement System? If No, please go to Question 4.                                                                 | YES / NO                         |
| 2             | Is the System:                                                                                                                                           |                                  |
| 2a            | Being Implemented i.e. not yet live?                                                                                                                     | YES / NO                         |
| 2b            | Live and Partially Rolled Out?                                                                                                                           | YES / NO                         |
| 2c            | Live and Fully Rolled Out?                                                                                                                               | YES / NO                         |
| 3             | About your Transactional eProcurement System                                                                                                             |                                  |
| 3a            | Who is the Software Supplier for your Transactional eProcurement System? e.g. Oracle, SAP etc                                                            |                                  |
| 3b            | Is the Transactional eProcurement System let under a standalone contract, part of an existing Framework or is it part of a contract for another Service? |                                  |
| 3c            | If existing Framework, which one?                                                                                                                        |                                  |
| 3d            | When does the current contract expire for your Transactional eProcurement System or do you have a perpetual license?                                     |                                  |
| 3e            | What percentage of the Trust's Non-Pay Spend do you currently process through the Transactional eProcurement System?                                     | %                                |
| 3f            | Is the Trust's Transactional eProcurement System integrated with the Trust's Financial Management System?                                                | YES / NO                         |
| 3g            | Is the Transactional eProcurement System available to:<br>i. Everyone<br>ii. Specific Devolved Buyers<br>iii. Only the Purchasing Department             | YES / NO<br>YES / NO<br>YES / NO |
| 4             | If you do not have a Transactional eProcurement System:                                                                                                  |                                  |
| 4a            | Do you intend procuring one?                                                                                                                             | YES / NO                         |
| 4b            | If yes:<br>i. In what timeframe?<br>ii. Via an OJEU Notice, Non-OJEU Procurement or Framework?                                                           |                                  |
| 5             | What Financial Management System do you have (e.g. Agresso, Cedar etc.)?                                                                                 |                                  |
| 6             | Do you have a dedicated Procurement/Purchasing Department within the Trust?                                                                              | YES / NO                         |

|    |                                                                                                                                      |          |
|----|--------------------------------------------------------------------------------------------------------------------------------------|----------|
| 6a | Who is your Head of Purchasing / Procurement Manager / Person in Charge of Procurement?                                              |          |
| 6b | To whom do they report (e.g. Head of Finance, Chief Executive etc.)?                                                                 |          |
| 7  | Is your Trust a Member of any Purchasing Group, Buying Consortium or Shared Service Arrangement with other Trust or Organisation(s)? | YES / NO |
| 7a | If yes, which one(s)?                                                                                                                |          |
| 7b | If no, do you intend joining one or more?                                                                                            | YES / NO |
| 7c | If you intend joining one or more, which one(s)?                                                                                     |          |

Thank You for your help.

## Our Response

### Freedom of Information Act 2000 eProcurement Questions

These questions relate to the Trust's use of a Transactional eProcurement System (sometimes called a Purchase to Pay or Purchase Order System). It is defined as a System used to buy Goods and Services from the Trust's Suppliers that creates Purchase Orders. It is not a system used for Contract Tendering or Requests for Quotation. If you have a system that does both, these questions relate to the transactional element of the system only. If you have any additional information to support your answers, please add these to the end of the document.

| Name of Trust |                                                                                                                                                          | LEICESTERSHIRE PARTNERSHIP NHS TRUST |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| No            | Question                                                                                                                                                 | Answer                               |
| 1             | Does your Trust use a Transactional eProcurement System? If No, please go to Question 4.                                                                 | YES                                  |
| 2             | Is the System:                                                                                                                                           |                                      |
| 2a            | Being Implemented i.e. not yet live?                                                                                                                     | YES / NO                             |
| 2b            | Live and Partially Rolled Out?                                                                                                                           | YES / NO                             |
| 2c            | Live and Fully Rolled Out?                                                                                                                               | YES                                  |
| 3             | About your Transactional eProcurement System                                                                                                             |                                      |
| 3a            | Who is the Software Supplier for your Transactional eProcurement System? e.g. Oracle, SAP etc                                                            | Oracle                               |
| 3b            | Is the Transactional eProcurement System let under a standalone contract, part of an existing Framework or is it part of a contract for another Service? | standalone                           |
| 3c            | If existing Framework, which one?                                                                                                                        |                                      |
| 3d            | When does the current contract expire for your Transactional eProcurement System or do you have a perpetual license?                                     | 2011                                 |
| 3e            | What percentage of the Trust's Non-Pay Spend do you currently process through the Transactional eProcurement System?                                     | 100%                                 |
| 3f            | Is the Trust's Transactional eProcurement System integrated with the Trust's Financial Management System?                                                | YES                                  |
| 3g            | Is the Transactional eProcurement System available to:<br>i. Everyone<br>ii. Specific Devolved Buyers                                                    | NO<br>NO                             |

|    |                                                                                                                                      |                     |
|----|--------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 4  | If you do not have a Transactional eProcurement System:                                                                              |                     |
| 4a | Do you intend procuring one?                                                                                                         | YES / NO            |
| 4b | If yes:<br>i. In what timeframe?<br>ii. Via an OJEU Notice, Non-OJEU Procurement or Framework?                                       |                     |
| 5  | What Financial Management System do you have (e.g. Agresso, CedAr etc.)?                                                             | oracle              |
| 6  | Do you have a dedicated Procurement/Purchasing Department within the Trust?                                                          | YES                 |
| 6a | Who is your Head of Purchasing / Procurement Manager / Person in Charge of Procurement?                                              | Current vacancy     |
| 6b | To whom do they report (e.g. Head of Finance, Chief Executive etc.)?                                                                 | Director of Finance |
| 7  | Is your Trust a Member of any Purchasing Group, Buying Consortium or Shared Service Arrangement with other Trust or Organisation(s)? | YES                 |
| 7a | If yes, which one(s)?                                                                                                                | Re:source           |
| 7b | If no, do you intend joining one or more?                                                                                            | YES / NO            |