



Contract Approval Request

Summary Page

Title: HSE 22185: Multi Supplier Panel For the Provision of Dental Extractions for Children under General Anaesthesia

Initial Term: 24 months

Extension Period: 2 x 12 months

Awarded Supplier(s): UPMC Kildare (Lots 1 and 2)

Total Contract Value: [REDACTED] including extensions

Annual Contract Value: [REDACTED]

Savings/

- **Additional Costs:** [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Incumbent Supplier(s): Various non-compliant local arrangements with private providers throughout CHOs 6, 7, 8 and 9 areas

Date Submitted: 22 03 2024

Estimated Start Date: 17 06 2024

Portfolio Name: Medical Professional Services (MPS)

Submitted by: Enda Caulfield

Summary: This CAR seeks approval for the appointment of UPMC Kildare as a provider of dental extractions under general anaesthesia for children ages 2-16 years in CHOs 6, 7, 8 and 9 areas.

Lot 1 for emergency extractions within one week of the requirement being notified; and

Lot 2 for extractions within two to six weeks of the requirement being notified.

UPMC Kildare was the only tender received for both Lots.

Procurement Process Type: Annex XIV of Procurement directives 2014/24/EU.

Issues encountered: Market analysis is there is a lack of interest from private providers due to the lack of capacity in the market place. The tender deadline was extended by one month (the tender was in

the market for over two months in total) to maximise interest in the tender.

Value for money:

[REDACTED]

Tender Contract Details

1.0 Explanation of Requirement

- In June 2023, the Primary Care Manager for CHO 7 initially submitted a PSR (22185) for a combined tender for dental extractions for children under general anaesthesia for the CHOs 6, 7 and 9 areas. The requirement was for hospital-based services and the extractions could only be provided by dentists or oral surgeons.
- During this time a PSR (HSE 22604) for similar requirements was received from CHO 8. Their requirement was for the treatment of approx. [REDACTED] children per year.
- HSE Procurement recommended that a single tender competition for all four CHOs be published in order to rank providers and appoint to a Panel.
- The total combined CHO requirements were for approximately [REDACTED] patients per year requiring dental extraction under general anaesthesia.
- It was noted by the PEG that this demand is likely to increase in the coming years.

2.0 Procurement Market

- There are a limited number of private hospitals in Ireland who are currently capable of providing dental extractions under general anaesthesia.
- There are capacity restraints both in terms of access to theatre sessions in the private hospitals and of the limited number of qualified dentists and oral surgeons available for private work.
- In addition, some of the patients in the 2-16 year age category have special needs and some private providers cannot accommodate such patients.

3.0 Procurement Strategy

- The PEG consisted of Principal Dental Surgeons from each of the four CHOs participating plus the General Manager of Primary Care in CHO 7 who implemented and managed the MOU (Memorandum of Understanding).
- The requirement was addressed by two Lots:
- Lot 1 For urgent requirements within one week of the requirement being notified and
- Lot 2: For within 2 – 6 weeks of the requirement being notified.
- The Lots were evaluated separately.
- Once Providers were ranked, CHOs could cascade through the ranking and refer patients based on price, capacity / availability, geographical convenience for the patient being referred and clinical need / urgency of the patient requirement. This allowed for a choice of provider in the case of patients from socio-economic groups who would not be in a position to access facilities other than those relatively close by and in which public transport was available. In addition, as the patients to be treated are children they would need to be accompanied by a responsible adult for their treatment thus adding to the logistical issues in accessing treatment.

4.0 Procurement Process

- The tender process was conducted under Annex XIV of Procurement directives 2014/24/EU.
- The required services are listed as Annex XIV services, and accordingly, only Articles 74 to 77 of Directive 2014/24/EC applies to the award of any contract(s) that arise from this process. This gives significant flexibility when running a tender competition.
- An open tender competition for this requirement was published on 19 November 2023 with an initial deadline date of 22 December 2023.
- Some weeks into the tendering period it was noticed that only one private healthcare hospital, UPMC, had viewed the tender opportunity. The PEG supplied contact details of known providers throughout the four CHO regions and HSE Procurement alerted these providers to the tender opportunity.
- The tender deadline was extended significantly from 22 December 2023 to 24 January 2024.
- On opening the tender box on 24 January just one tender was received from UPMC Kildare.
- Following analysis of the submission, the tender was approved to proceed to evaluation under the award criteria.
- The PEG's comments and scores under each of the award criteria are shown in Appendix D.

5.0 Value for Money

- One tender response was received, from UPMC Kildare for both Lots.

- [REDACTED]

6.0 Environmental Impact Statement

- Tenderers were required to demonstrate how they propose to deliver and manage a HSE contract setting out details of any environmental and/or sustainable initiatives they propose to adopt in the provision of the required service.
- Tenderers were directed to the 'Green Public Procurement: Guidance for the Public Sector' published by the EPA in 2021 and requested to outline policies or initiatives they have in place in relation to the delivery of this contract in line with the EPA Was there award criteria or mandatory?

7.0 Budget

- The budget holders in CHO 6, 7, 8 and 9 confirmed that funding is available for the duration of the contract.
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8.0 Risk Management

- This contract is subject to the HSE's Standard Terms & Conditions Version 8.2.
- The initial term of this Contract is for 24 months with the option of 2 x 12 month extensions.
- Specific risk management clauses per the HSE ITT (Invitation to Tender) document include a provision that the successful economic provider shall have in place on the commencement date of the contract, all insurance as required by the Contract and shall put in place additional levels of insurance, if required and requested by the HSE.
- At the final stage of the award phase, the HSE budget holders will arrange an inspection of the practice premises from which the service is to be provided.
- The HSE reserves the right to inspect the practice at any time during the life of the contract. If the provider subsequently fails any part of the practice inspection the contract will be suspended with immediate effect.
- The provider is required to assist and cooperate with any HSE investigation of any incident/near miss/adverse outcome in compliance with HSE Incident Management Framework. The provider will be required to communicate the outcome of any complaints received by the hospital in relation to the contracted service.
- If the provider accepts HSE patients but fails to meet the agreed timeframes specified, they will be subject to appropriate sanctions.

9.0 Contract Management

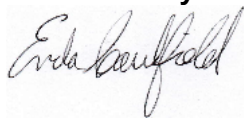
- The contract will be managed by each CHO referring patients, and each CHO will provide a point of contact to liaise with the provider.
- The specification included detailed clauses on, inter alia, how patient referrals will be made and how the provider must schedule appointments.
- The contract will be subject to review on an on-going basis by each CHO budget holder, in conjunction with HSE Procurement as required

10.0 Approval

The Procurement Team recommends the award of this contract as detailed above and confirms:

1. The procurement process detailed above complies fully with Statutory Instrument No. 284 of 2016 EUROPEAN UNION (AWARD OF PUBLIC AUTHORITY CONTRACTS) REGULATIONS 2016 giving effect to Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurement and repealing Directive 2004/18/EC; HSE Procurement Policy; and HSE National Financial Regulations;
2. No member of the Evaluation Team or anyone else involved in the above procurement process had any registered interest or conflict of interest with any of the tenderers;
3. Award of contract(s) is subject to the receipt of satisfactory tax and insurance certificates;
4. Award of contract will be governed by legally binding contracts which protect HSE interests. The contract will include appropriate confidentiality clauses;
5. Funding is available to meet the cost of this contract.
6. Total life cost analysis has been carried out and the recommended contract represents best value for money;
7. The business benefits identified will be tracked to ensure that they are realised and will in due course be available to Board/CEO/National Director etc. and C&AG;
8. A contract will not be concluded within the standstill period required under European Communities (Public Authorities' Contracts) (Review Procedures) Regulations 2009.

Submitted By:



Procurement Team Lead

Date: 16 April 2024

The undersigned accepts and supports the recommendation of the Procurement Team.
Recommendation Accepted & Supported by:



Assistant Head - Sourcing & Contracting

Date: 4th April 2024



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Sue Shen Murphy

Assistant National Director - Sourcing & Contracting

Date: 16/04/2024

Approval

In accordance with HSE Purchase to Pay National Financial Regulations Board/CEO/National Director etc., (edit as appropriate) approval is requested

	Procurement Process Approval	Budget Holder Approval
Approved By	<i>John Sworch</i>	
Position	National Director of Procurement	
Date	02/05/2024	



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Appendix A: Procurement Report Summary

Tender Procedure		Annex XIV
Publication Date www.etenders.gov.ie		19 11 2023
Publication Date on OJEU		19 11 2023
Number of Expressions of Interest Received (For Restricted Procedures Only)		N/A
Number of Tenders Received by Closing Date		1
Closing Date		24 01 2024
Tender Opening Date		24 01 2024
Tenders Opened by		Enda Caulfield and Andrea McDonnell
Procurement Team		
Name	Title	Role
Enda Caulfield	Category Specialist	Technical Evaluator
Mary Hurley	Principal Dental Surgeon	Clinical Evaluator
Philip Mulholland	Principal Dental Surgeon	Clinical Evaluator
Catriona Roe	Principal Dental Surgeon	Clinical Evaluator
Siobhan Doherty	Principal Dental Surgeon	Clinical Evaluator
John Cullen	General Manager Primary Care CHO 7	Technical Evaluator
Selection Criteria		
Criteria	Requirements	Score
Registration	The service provider must be registered on the Irish Dental Council's Register of Dentists or be eligible for registration with the Irish Dental Council and provide evidence of registration.	PASS/FAIL
Licencing / Authorisation	The service provider must provide evidence that there is current and valid x-ray licence / authorisation for all radiographic units in the specific premises named in the application.	PASS/FAIL
Economic & Financial standing	Must provide all required information and meet insurance requirements.	PASS/FAIL
Service Standards and Licensing	Subject to minimum specified requirement.	PASS/FAIL
Demonstrated track record	A minimum of 2 relevant examples of similar scope to be provided within the last 5 years.	PASS/FAIL
Internal/ External Quality Assurance	Demonstrate satisfactory quality assurance procedures in place and in operation internal and/or external quality assurance procedures	PASS/FAIL
Staff Training & Vetting Procedures	Demonstrate satisfactory staff training and vetting procedures in place and in operation	PASS/FAIL
Facilities	Must provide a suitably furnished and equipped premises and facilities from which the service is to be delivered. The premises must comply with all relevant and current regulatory authority requirements including HIQA, Irish Dental Council, EPA and HSA, and meet the HSE's requirements under this arrangement. The HSE Dental Service may inspect the premises.	PASS/FAIL
Manpower	Demonstrate overall staffing resources are sufficient to manage contracts projects similar to the specific requirements of this tender.	PASS/FAIL



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Patient Exclusion Criteria/limitations	Must provide details of any patient exclusion criteria / limitations applying.	PASS/FAIL
Environmental Management Procedures	Must demonstrate satisfactory environmental management policies in place.	PASS/FAIL
Supplier / Candidate Declaration, and all other declarations	Must be signed without qualification.	PASS/FAIL

Suppliers who Failed to Qualify at Selection Stage

Name	Reason
N/A	

Award Criteria

Main Criteria	%	Sub-Criteria	%	Min%
Clinical Quality and Clinical Governance	20	N/A	N/A	60% (1,200 marks)
Experience and Capacity	20			60% (1,200 marks)
Proposed Approach to Service Delivery	20			60% (1,200 marks)
Sustainability	5			N/A
Ultimate Cost	35			N/A

Suppliers who Failed to Qualify at Award Stage

Name	Reason
N/A	

Financial Ranking Following Award Evaluation (Lots 1 and 2)

#	Name	Score
1	UPMC Kildare	3,500

Non-Financial Following Award Evaluation

#	Name	Score
1	UPMC Kildare	4,520

Most Economically Advantageous Ranking Following Award Evaluation

#	Name	Score
1	UPMC Kildare	8,020

Cost Drivers		
Element	%	Influencing Factors
Clinical staff	████	Labour costs for dentists/oral surgeons, anaesthetists, nursing staff, etc.
Hospital Facilities	████	Equipment, energy, insurance, general overheads
Total	100%	

Budget Savings or Cost (Calculate both columns based on pre contract full year volumes)		
Pre Contract Full Year Cost	Post Contract Full Year Cost	Full Year Benefit / (Cost)
██████████	██████████	████

See Appendix B for detail

Procurement Process Assurance		Tick to Confirm
The Procurement Team Confirms <input type="checkbox"/>		
1	The Procurement process detailed above complies fully with Statutory Instrument No. 284 of 2016 European Union (Award of Public Authority Contracts) Regulations 2016 giving effect to Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public	√



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	Procurement and repealing Directive 2004/18/EC; HSE Procurement Policy; and HSE National Financial Regulations.	
2	No member of the Evaluation Team or anyone else involved in the above procurement process had any registered interest or conflict of interest with any of the tenderers.	√
3	Total life cost analysis has been carried out and the recommended contract represents best value for money.	√
And subject to recommended contract being approved:		
4	A contract will not be concluded within the standstill period required under European Communities (Public Authorities' Contracts) (Review Procedures) Regulations 2009.	√
5	Award of contract(s) will be subject to the receipt of satisfactory tax and insurance certificates.	√
6	Award of contract will be governed by legally binding contracts which protect HSE interests.	√
7	A contract award notice will be published on eTenders.	√

Appendix B Contract Price List

Cost Element	€(incl. VAT)			
	Current Cost (MoU)	New Contract Cost	Diff	
Extraction of 1 - 8 teeth or part thereof				
Extraction of 9 or more teeth or part thereof				
Complex dental extraction of a tooth/teeth including suturing under general anaesthetic				
Total				
Contract Savings / Cost				

Appendix C Supplier Savings/Cost

Supplier	Year 1	€(incl. VAT)			Total Cost
		Year 2	Year 3	Year 4+	
UPMC Kildare					
Total					



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Appendix D: Evaluation Outcome and Scores Awarded – Lot 1

TENDER NAME: HSE 22185 - Lot 1 Emergency extractions under general anaesthesia within one [1] week of requirement being notified.											
PEG Evaluation Comments											
#	Tenderer Name	1. Clinical Quality and Clinical Governance	2,000 [Min. 1,200]	2. Experience and Capacity	2,000 [Min. 1,200]	3. Proposed Approach to Service Delivery	2,000 [Min. 1,200]	6. Sustainability Applicants should demonstrate how they propose to deliver and manage a HSE contract setting out details of any environmental and/or sustainable initiatives they propose to adopt in the provision of the required service.	500	Ultimate Cost: 35% (3,500)	Total Score
1	UPMC Kildare	A good response which provides a level of detail and assurance that the required standards will be delivered.	1,420	A good response although the Procurement Evaluation Group (PEG) had concerns that the tender was largely based on a particular surgeon only. The PEG did note however that there is an intention to recruit additional oral surgeons to assist with the service.	1,300	Response addressed the requirements and outlined the availability of the Senior Management Team to resolve issues proactively or remedially.	1,400	A very good response listing initiatives such as introducing reusable sharps containers, and implementation of solar roof panels and LED lighting.	400	3,500	8,020



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Appendix D: Evaluation Outcome and Scores Awarded – Lot 2

TENDER NAME: HSE 22185 - Lot 2 Extractions under general anaesthesia within two [2] to six [6] weeks of requirement being notified.											
PEG Evaluation Comments											
#	Tenderer Name	1. Clinical Quality and Clinical Governance	2,000 [Min. 1,200]	2. Experience and Capacity	2,000 [Min. 1,200]	3. Proposed Approach to Service Delivery	2,000 [Min. 1,200]	6. Sustainability Applicants should demonstrate how they propose to deliver and manage a HSE contract setting out details of any environmental and/or sustainable initiatives they propose to adopt in the provision of the required service.	500	Ultimate Cost: 35% (3,500)	Total Score
1	UPMC Kildare		1,420		1,300		1,400		400	3,500	8,020