

Ref no: 211041120
From: Commercial
Date: 04/11/20
Subject: Contract Register

REQUEST

I want to submit a request for some information from the organisation, in relation to their contract's register.

The contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. Contract Reference
2. Contract Title
3. Procurement Category
4. Supplier Name
5. Spend (Total or Annual)
6. Contract Duration
7. Contract Extensions
8. Contract Starting Date
9. Expiration Date
10. Contract Description [Please provide me with as much detail as possible.]
11. Contact Owner (Full contact details if possible.)
12. CPV codes/ProClass

IMPORTANT

1. For those organisations planning to make an exemption around spend, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.

2. If the organisation has a CRM system or a similar system there should be a facility to download and extract contract data.

3. You may forward me a Weblink to a portal to download the contract register, please make sure all of the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all of their contracts.

Please do not think that this is the only information I require if you could provide me with more information that would be great.

Contract Data/API Contact Details

13. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")

You may have received the same request in the past. I am seeking the latest contract register which is not available in organisations website. Hence sending this request again.

Please provide me with the contract's register file in an excel format.

RESPONSE

Please see contract list attached. Please note that if you wish to discuss any of these contracts with the Trust, contact should be made via the procurement team:

Phone: 0151 6765959

Email: purchasing@sthk.nhs.uk