

## Department of Health and Social Care

### Request for approval of spend against HMT Delegated Funding

Note this must receive approval from Finance before orders are placed

Date submitted	<div>Irrelevant &amp; Sensitive</div> 04/20
Prepared by	<div>NR</div>
Cleared by DHSC finance lead (name)	<div>NR</div>
Cleared by DHSC Procurement (name)	<div>NR</div>
Approved by	<i>Accounting Officer (as delegated)</i>

#### SECTION A - Supplier details (to be completed by requestor)

Name of company	<div>Irrelevant &amp; Sensitive</div>	
Is this first order with this supplier?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Detail supplier due diligence undertaken	Existing supplier to DHSC/NHS	
For foreign companies, confirm that FCO Embassy clearance has been received in writing and is attached to this request	Yes <input type="checkbox"/> Previously provided <input checked="" type="checkbox"/>	

#### SECTION B - Order details (to be completed by requestor)

Description of goods (include quantity and unit price)	Product	Quantity	Unit price delivered	
	Gowns - HUBEI			
	<div>Irrelevant &amp; Sensitive</div>			
	Gowns –			
	<div>Irrelevant &amp; Sensitive</div>			
	Sterile Gowns -			
	<div>Irrelevant &amp; Sensitive</div>			
	Nitrile Gloves – Shijiazhuang			
	<div>Irrelevant &amp; Sensitive</div>			

<b>What does the price include?</b>	Unit price delivered to Daventry	
<b>Clinical quality and suitability</b>	QA approval for all 4 products	
<b>Confirm that all goods will be inspected as clinically suitable before distribution</b>		Yes <input checked="" type="checkbox"/>
<b>Market price assessment</b>	<p>The guide price for coveralls/gowns is £1.57 and the negotiated delivered unit price is £8.20 and £8.45. Recent orders for gowns have been £16.00 delivered so under the current conditions the negotiated delivered unit prices are deemed reasonable.</p> <p>Raw materials used to make gowns have increased as has competition from foreign nations and private companies meaning Chinese manufacturers have increased prices can include . The price is driven by the increase in demand across the globe for these products and we are competing with other governments to secure stock. This is the case at the moment across all PPE.</p>	
<b>Contract value and payment terms</b>	<div style="text-align: center; font-size: 2em; font-weight: bold;">Irrelevant &amp; Sensitive</div>	
<b>Delivery schedule</b>		

Contractual terms

# Irrelevant & Sensitive

## SECTION C - Assessment against funding conditions (DHSC finance lead / DHSC procurement to complete)

Which funding envelope is this against?		Testing <input type="checkbox"/> Ventilators <input type="checkbox"/> PPE <input checked="" type="checkbox"/>
Total committed spend from order tracker and total envelope value	Total Spend to date	Total Envelope
	£632m	£1,000m
<div>Contract &amp; Services</div> April 2020		
Average unit price paid to date for these items	Gowns – average UK price paid is £10.30, though recent purchases have been £16 delivered. This price is favourable.  Gloves – recent order was £0.12 per unit but not delivered - £0.21 delivered is favourable.	
Demand and stock data	Less than 3 days' supply of gowns. Gloves 19 days' supply.	
<b>FUNDING CONDITIONS MET</b>		
Ensure any foreign companies are considered reputable by FCO and the local British Embassy, and assurances provided to DHSC in writing	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Ensure all equipment has the appropriate medical certification and commercial colleagues have sought and taken all reasonable action to review time-stamped pictures of the equipment	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Confirm that all stock will be medically inspected as fit for purpose before distribution to NHS Trusts and/or use	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Ensure commercial teams have reviewed purchase contracts and confirmed they see no terms and conditions that represent unacceptable risk to Government (DHSC PROCUREMENT TO CONFIRM)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Make all reasonable attempt to ensure prices are <25% above the average unit price paid to date;	Yes (prices within 25%) <input checked="" type="checkbox"/> No (prices exceed 25%) <input type="checkbox"/>	
<i>Any no answers must be highlighted to DHSC Accounting Officer (as delegated) for consideration with detail as to why the condition is not met, this should be covered in section A or B above.</i>		

## SECTION D – Accounting Officer Assessment

Outcome	Approved <input type="checkbox"/> Rejected <input type="checkbox"/>
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