

**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**

<b>Date submitted</b>	19 Apr 20
<b>Prepared by</b>	NR (MOD)
<b>Cleared by DHSC finance lead (name)</b>	Rob White
<b>Cleared by DHSC Procurement (name)</b>	NR
<b>Approved by</b>	Falls under blanket approval

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

<b>Name of company</b>	MELLER DESIGNS LIMITED Unit H Bedford Business Centre Mile Road Bedford Bedfordshire, United Kingdom MK42 9TW I&S I&S	
<b>Is this first order with this supplier?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Detail supplier due diligence undertaken</b>	DD Confirmed on COVID19 Support Portal.	
<b>For foreign companies, confirm that FCO Embassy clearance has been received in writing and is attached to this request.</b> N/A	Yes <input type="checkbox"/>	Previously provided <input type="checkbox"/>

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

<b>Description of goods (include quantity and unit price)</b>	Coverall – Suit Non-Sterile	
	Non-Sterile	
	Unit Price Excluding VAT = £	\$15.60
	Unit Price Including VAT £	\$18.72
	Total Cost	\$10,920,000.00
	VAT (goods only) 20%	\$2,184,000.00
	Total Value	\$13,104,000.00

<b>What does the price include?</b>	<p>This order does not include freight charges.</p> <p>No duty has been applied. In the current climate expediting this order will enable the Supplier to tie in the prices with the manufacturer.</p>																	
<b>Clinical quality and suitability</b>	CAPA Approval (or MOD QA) - attach evidence of CaPA approval.																	
<b>Confirm that all goods will be inspected as clinically suitable before distribution</b>		Yes <input type="checkbox"/>																
<b>Market price assessment</b>	<p>The current price of PPE irrespective of the item is increasing daily. The prices detailed below are comparable with previous orders. Therefore, it is recommended that this requirement proceed to contract.</p> <table border="1"> <thead> <tr> <th>Product</th><th>Quantity</th></tr> </thead> <tbody> <tr> <td>Coverall - Suit</td><td>700,000</td></tr> <tr> <td>NET TOTAL</td><td>\$10,920,000.00</td></tr> <tr> <td>VAT @ 20%</td><td>\$2,184,000.00</td></tr> <tr> <td>TOTAL</td><td>\$11,620,000.00</td></tr> <tr> <td>Unit Price incl VAT</td><td>\$18.72</td></tr> <tr> <td>Unit Price Excl VAT</td><td>\$15.60</td></tr> </tbody> </table> <p>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>		Product	Quantity	Coverall - Suit	700,000	NET TOTAL	\$10,920,000.00	VAT @ 20%	\$2,184,000.00	TOTAL	\$11,620,000.00	Unit Price incl VAT	\$18.72	Unit Price Excl VAT	\$15.60		
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<b>Contractual terms</b>	<p>Terms and Conditions - confirm supplier has agreed to the Ts and Cs (attach order form and evidence of acceptance), highlight any terms not accepted and any risk/reason. If TLT advice has been sought, add summary of that here, possibly add their report.</p> <p>The only variation to the terms and condition of the contract are regarding prepayment. Details of which are above.</p>
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**SECTION C - Assessment against funding conditions (DHSC finance lead / DHSC procurement to complete)**

<b>Which funding envelope is this against?</b>		Testing <input type="checkbox"/> Ventilators <input type="checkbox"/> PPE <input checked="" type="checkbox"/>
<b>Total committed spend from order tracker and total envelope value</b>	<b>Total Spend to date</b>	<b>Total Envelope</b>
	£783m	£1,000m
Last updated 16 Apr 20 (DHSC core only)		
<b>Average unit price paid to date for these items</b>	£19.26 average for coveralls to date – on an ex-works basis	
<b>Demand and stock data</b>	Gowns (with coveralls as a substitute) are in a stock critical position	
<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**

<b>Outcome</b>	Approved <input checked="" type="checkbox"/> Rejected <input type="checkbox"/> Approved subject to further assurance / evidence <input type="checkbox"/> Further review required <input type="checkbox"/>
<b>Accounting Officer Assessment comments</b>	