

Proposed Local HealthWatch Procurement / Commissioning Process with Indicative Time Scales

Stage 1 - Expressions of Interest

Dec 2011

1. Publish Advertisement For Expressions of Interest
 - Express and Star
 - Local Partners Web sites
 - Dudley MBC Website
 - www.fundingcentral.org.uk
 - Further Details on Dudley MBC Website
2. Expressions of Interest Received and Logged
 - Purpose of this is :
 1. So we know who to invite to an event in January
 2. So we can gauge initial interest
 3. Work out if we need to widen our reach
3. Invitations Sent To Prospective Providers Event in January
 - Purpose of this event:
 1. Clarify what we are looking for
 2. To enable Prospective Providers to contribute to the Specification
 3. Opportunity for groups to network with potential lead bidders
 4. To explore potential models for the "Body Corporate"

Stage 2 - Pre Qualification Questionnaires

April 2012

1. Full Specification To Prospective Bidders along with Pre Qualification Questionnaire (PQQ)
2. Completed PQQs returned
3. PQQ's assessed and Invitations sent out to organisations to submit full proposals

Stage 3 - Full Proposals and Interviews

July 2012

1. Full proposals received and assessed
 - This will be done against a transparent scoring framework
2. Proposals Short listed and Invited for Interview and presentation
 - This will give both parties (commissioner and bidder) opportunity to engage in face to face dialogue
3. Preferred bidder selected and pre contract discussions held

Stage 4 - Local HealthWatch Incorporated

Aug/Sep 2012

1. Preferred bidder signs SLA
 2. HealthWatch formally Incorporated at Companies House
 3. HealthWatch becomes operational from October 2012
- First Key Steps :
 1. Establish Board / Governance Structures
 2. Awareness Raising and Engagement