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# Introduction

The Procurement Reform (Scotland) Act 2014 requires Public Sector Bodies with a trade spend in excess £5m per annum to have a Procurement Strategy, and to publish an Annual Report as soon as reasonably practicable after the end of each financial reporting period, which covers all regulated procurements and other information as specified by the Scottish Government.

The professional management of procurement activity is an important factor contributing towards the efficient operation of NHS Golden Jubilee and the attainment of corporate objectives. It is essential for patients, staff and stakeholders that projects, supplies and services are delivered on time to NHS Golden Jubilee within optimum commercial arrangements.

This report covers the reporting requirements for NHS Golden Jubilee from 1 April 2024 to 31 March 2025 and covers third-party supplier spend for this period of over £77 million. There were 6 regulated procurements awarded in this period, securing best value for spend, whilst obtaining financial and non-financial savings; through a commitment to maintaining high quality patient focused care by delivering high quality goods, works and services. In addition to reporting previous activity, the report included information on regulated procurements planned for the next two-year period (1st April 2025-31st March 2027).

In addition to the mandatory requirements for NHS Golden Jubilee, the report includes details of the unregulated procurements undertaken through a competitive value for money process to provide further visibility on the Boards procurement activities during the year.

During the reporting period 2024-2025 NHS Golden Jubilee:

* Total procurement spend of £77,206,125 with 1,143 suppliers
* National Distribution Services Spend of £6,583,012
* Awarded 6 Regulated Procurements
* Average spend per supplier £68,385
* Transactions 38,756
* SME spend of 54%
* SME Suppliers 670

The current Procurement Strategy positions procurement activity visibly within NHS Golden Jubilee’s objectives. This establishes Board level commitment to and involvement in the management of the procurement deliverables. The strategy addresses key procurement issues over a 3-year timeframe and is subject to annual review. The strategy is delivered through the accountability structures with clear targets and timescales being established in relation to improvement in procurement activity undertaken at strategic and operational levels. These targets are reflected within the individual performance plans of the Head of Procurement and other Senior Managers and are captured in the service continuous improvement plan.

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# Regulated Procurements

A regulated procurement is any procurement for supplies or services with an estimated value over the life of the contract of £50,000 or more and any such procurement for works with an estimated value over the life of the contract of £2,000,000 or more. All the regulated procurements are published via the Public Contracts Scotland (PCS) portal.

Table 1

The table below is a summary of all the regulated procurements for the NHS Golden Jubilee completed during the period 1st April 2024 to 31st March 2025.

|  |  |
| --- | --- |
| Number of regulated procurements awarded | 6 |
| Total estimated value of award regulated procurements | £2,158,796 |

Table 2

Details of the regulated procurements awarded in 2024-25:

|  |  |  |  |
| --- | --- | --- | --- |
| **Award Date** | **Project Name** | **Contract**  **Value** | **Awarded Supplier** |
| 12/06/2024 | Mini Competition Bundle 1: Residual Waste (Lot 76),  Bundle 2: Dry Mixed Recycling (Lot 77) | £89,960 | Enva Scotland Limited |
| 01/08/2024 | Purchase of Ultrasound Machine | £53,900 | Philips Healthcare |
| 09/092024 | Decontamination Services and Solutions | £906,476 | Steris Instrument  Management Services |
| 31/12/2024 | NP167 Lot 1: Purchase of CT Scanner | £827,100 | Canon |
| 14/02/2025 | G-Cloud Dendrite Cardiac – Cardiology –  Thoracic Digital System | £160,360 | Dendrite Clinical  Systems |
| 21/03/2025 | Provision of Patient Pathway Application | £121,000 | Zimmer Biomet |

# Unregulated Procurements

An unregulated procurement is any procurement for:

* Goods or services with an estimated value of less than £50k (exc VAT) over the contract life or;
* Any works with an estimated contract value of less than £2m (exc VAT) over the contract life.

NHS Golden Jubilee Standing Financial Instructions state that all unregulated procurements contract value between £10k and £50k (except public works) Public Works <£2m must have a competitive value for money process carried out, three competitive quotations sought via PCS portal as a Quick Quote.

|  |  |
| --- | --- |
| Unregulated Procurements | 2024-25 |
| Number of contracts awarded | 8 |
| Total estimated contract Value | £306,925 |

# Compliance with NHS Golden Jubilee Procurement Strategy

In compliance with the Procurement Reform (Scotland) Act 2014 (The Act) NHS Golden Jubilee is required to provide information on any Procurement that did not comply with the NHS Golden Jubilee Procurement Strategy.

This confirms that all of the regulated procurements awarded over the period April 2024 to March 2025 complied with the Board Procurement Strategy requirements.

NHS Golden Jubilee is committed to ensuring all regulated procurements comply with both the Procurement Strategy and all relevant legislation. The most recent Procurement Strategy covers the period 2024-2027.

NHS Golden Jubilee supports the use of the Scottish Government Procurement Journey and follows the process set out in all our regulated procurement exercises. We utilise the PCS portal and maintain our publicly accessible contracts register on the PCS portal. There are comprehensive local procedures in place for regulated procurement activity, containing templates and supporting documents, all aligned with national standards and legislative requirements. This ensures that the Golden Jubilee are complying in the procurement approach with the sustainable procurement duty, such as encouraging commitment from our tenderers to the seven principles of fair work first and seeking community benefit opportunities.

There was a recent internal audit review carried out in 2024/25 that included Procurement processes, this identified non-competitive spend with suppliers with a lifetime value over £50,000 that did not undergo a tender process. The spend categories have been reviewed and where applicable, existing National Procurement Frameworks are now utilised and alternatively when no framework is available, these have been added to the future Procurement work plan for 2025/2026.

# Community Benefits

Community Benefit clauses are contractual clauses, used to build a range of economic, social or environmental conditions into the delivery of public contracts. NHS Golden Jubilee considers Community Benefits in all local tendering activity. An assessment is undertaken to decide where a scored or non-scored community benefit question is relevant and proportionate to the contract. Our local tendering procedures were ensure that we reference by way of a hyperlink, the NHS Scotland Community Benefit Gateway: [Access our Community Benefit Gateway | National Services Scotland](https://www.nss.nhs.scot/procurement-and-logistics/governance-and-sustainability-services/access-our-community-benefit-gateway/)

There have been no regulated procurements during the reported period that have required any Community Benefits clauses.

# Fair Work First

The Scottish Government expect public bodies to promote Fair Work First in all relevant procurements. Confirmation is given that the total number of Procurements where it was relevant to include Fair Work First criterion was one.

# Supported Businesses

The Scottish Government encourages Public Sector bodies to utilise the Services of supported businesses wherever appropriate opportunities arise, and to seek the services of those Companies on the Framework Agreement. A supported business is defined in the Public Contacts (Scotland) Regulations as an economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons and where at least 30% of the employees of the economic operator are disabled or disadvantaged persons. Furthermore, the Regulations allow the Board to directly award a contract to such economic operators without a competitive process.

NHS Golden Jubilee Procurement Strategy confirms our commitment to ensuring that the Framework Agreement will be utilised wherever appropriate, and consideration will be given to supported business contractors during the tendering exercise.

# Sustainable Procurement Duty

The Procurement Reform (Scotland) Act 2014 requires authorities to comply with the sustainable procurement duty where applicable. This includes a requirement to support Small and Medium Enterprise (SME), Third Sector Bodies and Supported Business organisations gaining public contracts.

NHS Golden Jubilee is committed to broadening access to contracts for SME’s and are now an affiliated member of the Supplier Development Programme (SDP). This demonstrates our commitment to delivering Community Wealth Building aspirations as an anchor institution. NHS Golden Jubilee has held “Meet the Buyer” events to encourage local SME’s and Third Sector Organisations (TSO’s) to engage and promote up-and-coming opportunities to ensure that local and relevant businesses and social enterprises can get tender ready. Working with SDP, Procurement will host a ‘talking tender’ session to present tender and smaller purchases opportunities for 2025-26.

The Procurement Team actively contribute to NHS Golden Jubilee Green Healthcare program and is a key member of the Climate Change and Sustainability Strategic Group. The Procurement Team utilise the Scottish Government Sustainability Procurement Tool to identify targeted contract to influence sustainability requirements. The Procurement Team has prioritised the following areas for action: recyclates and general waste, managed transport service, custom packs (review of the materials used) and patient engagement applications (reduce patient journeys).

# Savings and Cost Avoidance

In Quarter 3 and 4 of 2024/25, resource within the Procurement Department was re-assigned to protect the Product and Inventory Manager’s time to completely concentrate and focus on achieving the savings target identified in the Achieving the Balance program. Activities undertaken during 2024/25 include:

* Working closely with the National Efficiency Operational Group at National Procurement to reduce product variation
* Detailed reviews of maverick spend as part of ‘Achieving the Balance’ activity focusing on compliance with our Standing Financial Instructions and [CEL 05 2012](https://www.publications.scot.nhs.uk/files/cel2012-05.pdf) (Key Procurement Principles)
* Collaborative working with other Health Boards to identify opportunities for volume commitment agreements
* Engage with suppliers to seek rebate opportunities

**Discretionary Spend initiative**

In November 2024, the Corporate Management Team approved a Procurement initiative involving cessation of discretionary spend within a range of categories

Between, November 2024 to May 2025, approximately 30 suppliers covering the in-scope categories were directed within the Pecos e-Purchasing system to the Purchasing Team for further scrutiny and to obtain further Director’s approval. The following categories were included in initiative; Stationery, Furniture, External Print & Promotional, Staff Uniform / Clothing, Travel & Venue Bookings, Curtains & Blinds, Water Coolers and Bottled Water and PPE not supplied via National Procurement

Detailed comparative spend analysis was carried on these suppliers and categories of spend at the end of Q4 indicated an avoided spend of approx. £300,000 vs the same period in the previous financial year. Given the success of the initiative, we have continued routing requisitions to the Purchasing Team for scrutiny prior to raising the order.

**Savings**

NHS Golden Jubilee Procurement service reports all savings associated with the procurement and implementation of contracts and saving initiatives in a savings tracker. The savings and cost avoidance recorded in the year 2024-25 are shown in the table below:

|  |  |
| --- | --- |
| Savings | £39,054 |
| Cost avoidance | £1,907,320 |
| **Grand Total** | **£1,946,374** |

# Future Regulated Procurements

During the two financial years following the period covered by this report, NHS Golden Jubilee expects to undertake the following regulated activity:

|  |  |  |
| --- | --- | --- |
| DESCRIPTION OF PROCUREMENT | TYPE | **EXTIMATED VALUE** |
| Decontamination CSPD Eqiupment Maintenance | Services | **£72,000.00** |
| Service Contract for Scopes | Services | **£343,020.00** |
| Viewpoint Service Contract | Services | **£47,309.00** |
| Managed Transport Service (Taxi) | Services | **£126,201.00** |
| Window Cleaning Service Contract | Services | **£42,810.00** |
| Catering Equipment Maintenance and Repair - Hospital & Hotel | Services | **£221,415.00** |
| Grounds Maintenance | Services | **£285,000.00** |
| Theatre Footwear | Supplies | **£217,245.00** |
| Hotel Catering Bespoke Supplies | Supplies | **TBC** |
| General Builders Framework below £50k | Services | **TBC** |
| Professional Services Framework - Estates Minor Works | Services | **TBC** |
| Hotel Agency Staff | Services | **TBC** |
| Hotel Booking | Services | **£85,000.00** |
| Cardiac Perfusion ECMO Oxygenators | Supplies | **£115,275.00** |
| Cardiac Perfusion Adult Oxygenators | Supplies | **£1,228,500.00** |
| Cardiac Perfusion Adult Tubing Packs | Supplies | **£501,690.00** |
| Theatre Storage and Shelving | Supplies | **TBC** |
| Central Dosing System Maintenance | Services | **TBC** |
| Blood Glucose Monitors | Supplies | **£53,871.00** |
| Hospital Transport Vehicle | Supplies | **TBC** |
| Cardiac Perfusion Cardioplegia Sets/VAD ECMO Packs | Supplies | **£99,400.00** |
| Car Scheme | Services | **TBC** |
| Electric Car Charging | Supplies | **TBC** |
| Value Knowledge Impact Partnership | Services | **TBC** |
| Vending & Coffee Machines Managed Service | Services | **TBC** |
| Travel Booking Platform | Services | **TBC** |
| Ophthalmology Theatre Consumables | Supplies | **TBC** |
| Fasciotens Hernia Products | Supplies | **£440,650.00** |
| Dendrite Cardiac-Cardiology-Thoracic Digital System | Services | **£160,360.00** |
| Hotel Linen Laundry Service | Services | **£431,700.00** |
| Cardiac Perfusion Cell Saver and In line Monitoring Consumables | Supplies | **£117,435.00** |
| Hotel Alcoholic & Associated Beverages | Services | **£449,695.00** |
| Custom Theatre Packs and Speciality Packs & Drapes | Supplies | **£2,511,762.00** |
| Datix Support | Services | **£445,180.00** |

# Reference Documents / Appendices

[Procurement Reform (Scotland) Act 2014](http://www.legislation.gov.uk/asp/2014/12/contents)

<https://www.legislation.gov.uk/asp/2014/12/part/1>

**NHS Golden Jubilee** [Procurement Strategy](http://www.nhsaaa.net/media/3201/procurementstrategy13-18.pdf) 2024-2027

[**Procurement Strategy :: NHS Golden Jubilee**](https://www.nhsgoldenjubilee.co.uk/publications/strategic-plans/procurement-strategy)

Appendix

Annex A – Required Statistical Information