

Technology - HSCN Access Services DPS

Welcome to the Technology - HSCN Access Services DPS questionnaire.

You will only have to complete this questionnaire once to register with the Health and Social Care Network Dynamic Purchasing System (DPS).

This questionnaire allows you to register your services for the Health and Social Care Network with the Crown Commercial Service (CCS).

This information will allow buyers to invite you to bid for contracts that are suited to you directly, streamlining the contracting process.

This questionnaire should be updated if your business changes its service offerings to ensure all opportunities offered are valid.

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1. Have you achieved HSCN Stage 2 Compliance in line with the HSCN Obligations Framework?

Guidance for suppliers and the HSCN Obligations Framework can be found here: digital.nhs.uk. Suppliers are required to be Stage 2 compliant before completing their application to this DPS.

☐ Yes ☐ No

Please be aware that your achievement of HSCN Stage 1 Compliance will be verified with NHS Digital and its list of HSCN Compliant suppliers.

2. Are you capable of delivering the service levels, service desk hours, service credits, and performance monitoring regime described in Schedule 6 of the Call Off Terms?

You can see the Call Off Terms as part of the bid pack for this procurement.

Where multiple levels are indicated - for example, for HSCN Connection Availability, 99.95%, 99.97%, 99.99%, 99.999% - you should confirm your capability to meet the minimum level.

☐ Yes ☐ No

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3. Are you able to provide evidence that you can deliver the service levels, service desk hours, service credits, and performance monitoring regime to the minimum levels described in Schedule 6 of the Call Off Terms, if requested at a later stage?

Evidence may include information about services delivered to existing customers, or about your organisation and its employees, processes and sub-contractors.

☐ Yes ☐ No

4. Does your organisation have a Business-Continuity-Disaster-Recovery policy?

Call Off Contracts under this DPS Agreement may reference a standard BCDR Policy under the Call Off Schedule 8.

☐ Yes ☐ No

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5. Are you able to provide your organisation's Business-Continuity-Disaster-Recovery policy if requested at a later stage?

☐ Yes ☐ No

6. Are you capable of supplying an exit plan, including proposed methodology for achieving an orderly transition of the services from the supplier to the customer and/or its replacement supplier on the expiry or termination of a Call Off Contract?

Call Off Contracts under this DPS Agreement may reference a standard exit plan as described in the Call Off Schedule 9. This is to confirm you have such a document and can provide it when required.

Schedule 9 of the Call Off Terms requires every supplier to support customers at the end of a Call Off Contract let under this DPS.

☐ Yes ☐ No

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7. Are you able to provide your exit plan in accordance with Schedule 9 of the Call Off Terms, if requested at a later stage?

☐ Yes ☐ No

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8. Have you registered on the Crown Commercial Service eSourcing Suite?

Crown Commercial Service has an eSourcing Suite that is available to Public Sector customers to use. It will be the platform for the Aggregated Procurements under this DPS.

► Registering on eSourcing suite

Suppliers need to be registered on the eSourcing suite to participate in any procurement activity run by CCS, and may be used for other customer opportunities.

Guidance on how to register for the eSourcing Suite can be found at www.gov.uk

☐ Yes ☐ No

Please be aware that your registration will be verified with the Crown Commercial Service eSourcing Suite.

9. Do you understand and accept that you will have to register on various other customer sourcing portals to tender for opportunities under this DPS, and that not all opportunities will be advertised through the Crown Commercial Service eSourcing Suite?

While there is a standard eSourcing Suite available, customers may use their own sourcing portals and platforms. To respond to these tender opportunities you must be prepared to register on these as required.

☐ Yes ☐ No

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10. Are you capable of offering PSN-compliant services?

► PSN Guidance

Some customers will require PSN compliant services. It is not a mandatory component of the DPS and so the response to this question will not affect appointment to this DPS. It affects the definition of Capable Supplier for some Call for Competitions. Information for suppliers can be found here <https://www.gov.uk/government/groups/public-services-network>.

☐ Yes ☐ No

PSN-compliance will be checked against the PSN-compliance website

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11. Please indicate which of the following are Material sub-contractors. Tick all that apply.

You have indicated in your SQ that you intend to use the sub-contractors listed.

► Material Sub-contractor

Material Sub-contractor means as defined in the CN-SP Deed that forms part of the HSCN Compliance Document Set (<https://www.digital.nhs.uk/health-social-care-network/connectivity-suppliers>). You should indicate which, if any, of the Sub-contractors in the populated list meets that definition.

Sub-contractor 1

☐

Sub-contractor 2

☐

Sub-contractor 3

Sub-contractor 4

Sub-contractor 5

Sub-contractor 6

Sub-contractor 7

Sub-contractor 8

Sub-contractor 9

Sub-contractor 10

Sub-contractor 11

Sub-contractor 12

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 13

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 14

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 15

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 16

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 17

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 18

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 19

<input type="checkbox"/>	<input type="checkbox"/>
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Sub-contractor 20

<input type="checkbox"/>	<input type="checkbox"/>
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12. Please indicate which of the following are Key Sub-contractors.
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Tick all that apply.

You have indicated in your SQ that you intend to use the sub-contractors listed.

► Key Sub-contractors

Key Sub-Contractors, for the purpose of this response, are those which, perform (or would perform if appointed) a critical role in the provision of all or any part of the Services. Only include those you have not already listed as Material Sub-Contractors in response to the question below.

Sub-contractor 1

☐

Sub-contractor 2

☐

Sub-contractor 3

☐

Sub-contractor 4

☐

Sub-contractor 5

☐

Sub-contractor 6

☐

Sub-contractor 7

☐

Sub-contractor 8

Sub-contractor 9

Sub-contractor 10

Sub-contractor 11

Sub-contractor 12

Sub-contractor 13

Sub-contractor 14

Sub-contractor 15

Sub-contractor 16

Sub-contractor 17

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Sub-contractor 18

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Sub-contractor 19

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Sub-contractor 20

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Thank you for completing the Technology - HSCN Access Services DPS questionnaire.

By sending this information you confirm that you are an authorised representative of the organisation for which you have responded. In addition, this confirms that the information you have provided for the questionnaire represents a true and honest account of your organisation's performance and that no information has been omitted which should reasonably have been shared.

► Guidance on sharing of evidence prior to award

Please note that your organisation will be required to share evidence prior to any award. Please ensure that, where you have indicated you can provide any of the following documents, you do so at your earliest opportunity:

- A statement of cash flow forecast for the current year
- A bank letter outlining the current cash and credit position
- Forecast for the turnover for the current year
- Statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status
- Parent company accounts and guarantee
- Employer's (Compulsory) Liability Insurance
- Public Liability Insurance
- Product Liability Insurance
- Evidence of commitment to developing skills and apprenticeships
- List of relevant principal contracts for goods and/or services provided in the last three years
- Certificate for each principal contract for goods and/or services provided in the last three years

- Past performance information for any sub-contracts (or consortium members) who will be relied upon to perform the contract
- Business Continuity Disaster Recovery (BCDR) policy
- Evidence of having delivered equivalent minimum service levels, service desk hours, service credits and performance monitoring regime, as described in Schedule 6 of the Call Off Terms, to existing customers.
- Exit plan in accordance with Schedule 9 of the Call Off Terms

To review your answers and make any final amendments prior to sending, please click "**Save and view answers**" below.

To send your HSCN Access Services questionnaire, please click "**Continue**" below.

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13. Have you reviewed the related self cleaning evidence?

☐ Yes ☐ No

Explain the reason why self cleaning evidence is not reviewed

14. Are you satisfied with the evidence and explanation provided by the supplier?

☐ Yes ☐ No

Explain the reason why you are not satisfied with the evidence or explanation provided by supplier

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15. Please confirm that all compliance checks have been completed, and that you are happy for the supplier to enter the DPS.

☐ I Confirm

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You have successfully completed the SQ for HSCN Access Services.
The DPS agreement will be electronically signed and managed by Crown Commercial Service (CCS) and you.

Final sign off to ensure a legally binding DPS agreement between CCS and you is complete by you ticking your acceptance in the below box.

By ticking, you are confirming that you comply with the following agreements and documentation, which you should download and retain:

- [DPS Agreement](#) (which includes provision of Management Information and Payment of management Levy)
- [Privacy Notice & CCS DPS Terms of Use](#)
- Answer Link
- Answer Link
- [DPS Bid Pack](#) (which includes the DPS Needs and Customer Needs documents)

Once you have ticked your agreement to the covenants above you will be formally 'Appointed' to the DPS for HSCN Access Services.

Failure to tick your agreement at this stage will prevent you from securing your appointment on to the DPS for HSCN, as there will be no legally binding DPS agreement between CCS and you.

☐

I Agree

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Welcome to the Supplier Evidence Submission stage of the DPS.

The Supplier Evidence Submission stage allows you to upload the relevant documentation and evidence that you previously indicated you could provide.

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17. Do you want to enable the supplier for the rejection?

☐ Yes

☐ No

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18. Provide evidence of your organisation's ability to deliver equivalent service levels to those described in Schedule 6 of the Call Off Terms.

Evidence may include information about services delivered to existing customers, or about your organisation and its employees, processes and sub-contractors.

There is no limit to the number of files you can upload.

Choose File

No file selected

Browse previous...

Attachment description

State how you want this file to be described

Provide relevant details

Guidance

The maximum file size for each upload is 5MB.

The file must be of type JPG, JPEG, GIF, PNG or PDF.

All of the relevant files could be uploaded either from your local desktop or from your recently uploaded files within the Service.

19. Upload your organisation's Business Continuity Disaster Recovery policy.

Evidence

There is no limit to the number of files you can upload.

Choose File

No file selected

Attachment description

Browse previous...

State how you want this file to be described

20. Provide your exit plan in accordance with Schedule 9 of the Call Off Terms

Evidence

There is no limit to the number of files you can upload.

Choose File

No file selected

Attachment description

Browse previous...

State how you want this file to be described

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21. Confirm the rejection of this supplier for Technology - HSCN Access Services DPS.

☐ I Confirm

Explain the reason for rejection of this supplier for HSCN Access Services DPSQ.

Please note this reason for rejection, will be included in a notification to the Supplier.

Date supplier can reapply

Day
(DD)

Month
(MM)

Year
(YYYY)

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22. Please confirm if you wish to reappoint this supplier.

☐

I Confirm

Please provide a reason

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23. Select 'I confirm' to confirm that you wish to leave the HSCN Access Services DPS.

☐

I Confirm

Please provide a reason

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Your organisation has now left the HSCN Access Services DPS.

You indicated the following reason for leaving the DPS.

