

INVITATION TO TENDER

Establishment of a Framework of Private Healthcare Providers for the Provision of Additional Healthcare Capacity

NTPFCOMM002

**Closing time and date for receipt of submissions (to be returned via the post
box facility on www.etenders.gov.ie) :**

Friday 18th September 2026 at 5:00PM (17:00)

This document should be read in conjunction with the

Tender Response Document

and

Tender Competition Rules Document

Tender Title	Establishment of a Multi Supplier Framework Agreement for the Provision of Private Healthcare Services
NTPF Ref.	NTPFCOMM002
Tender Description	The National Treatment Purchase Fund (the “NTPF”) hereby invites suitably qualified and experienced Healthcare Providers to submit tenders for the establishment of a Multiparty Framework of Private Healthcare Providers for the Provision of Additional Inpatient and Outpatient services (the “Framework”). This procurement is being conducted under the Light Touch Regime applicable to social and other specific services pursuant to the European Union (Award of Public Authority Contracts) Regulations 2016 (S.I. No. 284/2016), as amended, and the relevant provisions of Directive 2014/24/EU. The procurement is being conducted using the Open Procedure and is subject to the applicable requirements and principles of equal treatment, non-discrimination, transparency, proportionality, and competition. The NTPF may specify service volumes and implementation arrangements through Call-Off Contracts awarded in accordance with the Framework Agreement and the procurement documents. The NTPF wishes to appoint Healthcare Provider(s) for each of the Lots indicated below. Tenderers will be invited to submit for one, some or all six Lots. • Lot 1: Adult Day Case Procedures • Lot 2: Adult Inpatient Procedures • Lot 3: Adult Outpatient Services including minor OP Procedures • Lot 4: Paediatric Day Case Procedures • Lot 5: Paediatric Inpatient Procedures • Lot 6: Paediatric Outpatient Services including minor OP Procedures The NTPF intends to appoint more than one Healthcare Provider for each of the Lots. The NTPF intends to operate this Framework across the Lots and certain minimum mandatory suitability requirements will be specified at the mini-competition stage and not the Framework invitation stage. Note: Healthcare Providers are requested to only submit a tender if they are confident that they have the requisite capacity, suitably qualified staff, experience and expertise within their organisation to deliver on the service as outlined in the tender documentation commencing as soon as practicable after award of contract. All submissions will be reviewed for compliance with the specifications as outlined in this document. Framework: This procurement is being conducted under the Open Procedure pursuant to the applicable public procurement regulations.

	Tenderers will be assessed against the Mandatory Framework Admission Requirements and Minimum Mandatory Suitability Requirements set out in the procurement documentation. All tenderers that meet these requirements and submit compliant tenders will be admitted to the framework agreement. Tenderers that do not meet the stated requirements or whose tenders are otherwise deemed non-compliant will not be admitted to the framework. There shall be no limit on the number of economic operators admitted to the Framework. Following establishment of the framework, as and when requirements for the Services arise, it is anticipated that the NTPF will award Call-Off Contracts by way of a Mini-Competition.
CPV Code/Description	Health Services 85100000-0 Hospital and related Services 85110000 Hospital Services 85111000 Surgical Hospital Services 85111100 Medical Hospital Services 85111200 Medical imaging Services 85150000 Miscellaneous health Services 85140000 Health and social work Services 85000000
Contract Duration	24 Months with 2 x 12-month extension periods.
Completed Tenders must be returned to:	Please submit your tender via the messaging service on www.etenders.gov.ie
Closing Date	Friday 18 September 2026 at 5PM (17:00)
Queries Deadline	Monday 7 September 2026 at 5PM (17:00)
NTPF Contact	Ms. Rebecca Maher Email: rebecca.maher@ntpf.ie

Note:

- It is imperative that **all questions** in the Tender Response Document are completed in the format provided as the Tender Response Document will be used as the basis for evaluation of selection and award.
- If you have any queries or problems completing Tender Response Document, please email the NTPF contact identified above.
- For general information on NTPF refer to www.NTPF.ie
- Defined terms used in this Invitation to Tender include defined terms contained in the
- Tender Competition Rules available at www.NTPF.ie. This Invitation to Tender should be read in conjunction with the Tender Competition Rules.

- For all documents provided in soft-copy format, please note that no single document should exceed 5MB in memory.

Contents

Specification of Requirement.....	7
1. Introduction	7
2. Lots	7
3. Specification of Requirement.....	7
4. Operation of Framework Agreement.....	8
5. Scope of Services	9
6. Framework Admission	9
General.....	9
Lots for Which a Tender may be Submitted	9
Admission Methodology	10
Exclusion and Selection Requirements	10
Mandatory Framework Admission Requirements	10
Insurance	11
Demonstrated Track Record.....	11
Lot-Specific Minimum Mandatory Suitability Requirements	11
Lot 1: Adult Day Case Procedures	12
Lot 2: Adult Inpatient Procedures	13
Lot 3: Adult Outpatient Services	14
Lot 4: Paediatric Day Case Procedures	15
Lot 5: Paediatric Inpatient Procedures.....	16
Lot 6: Paediatric Outpatient Services.....	17
Framework Admission.....	18
Framework Award	18
7. Mini Competition.....	18
7.1. General	18
7.2. Framework Providers Invited to Participate	18
7.3. Mini-Competition Requirements.....	18
7.4. Where Pricing is Set by the NTPF.....	19
7.5. Where the Framework Provider Proposes Pricing.....	19
7.6. Mini-Competition Award Criteria	19
8. CONTRACT AWARD.....	19
8.1. Contract Award Mechanisms	19
8.2. Contract Duration	20
8.3. Conditions of Contract	20
8.4. Contract Meetings.....	20

9. The Role of the Contracted Healthcare Provider & Service Delivery Requirements – Personnel Requirements	20
10. Discharges to Nursing Homes	20
11. Framework Agreement	20
12. Operation of Mini Competition / Call off Contracts	21
13. Practice/Premises	21
14. Treatment of Inpatient and Day Case Patients	21
15. Treatment of Outpatients	22
16. Treatment of Paediatric Patients	22

Specification of Requirement

1. Introduction

- a) The National Treatment Purchase Fund (NTPF) wishes to appoint suitably qualified Healthcare Providers to a Framework of Private Healthcare Providers for the Provision of Additional Healthcare Capacity.
- b) The NTPF is an independent statutory body charged by statute with responsibility for making arrangements with persons, whether resident in the State or elsewhere, for the provision of hospital treatment to such classes of persons as may be determined by the Minister for Health, from time to time.
- c) The NTPF now invites organisations to tender to join a Framework Agreement to provide Additional Healthcare Capacity to assist with the management of Inpatient, Day case & Outpatient waiting lists. Requirements which arise under the Arrangement will be procured using Mini Competition. Interested parties will, through the evaluation process, be required to demonstrate how they intend to meet the requirements of the NTPF.
- d) Please refer to the remainder of this document, to the Tender Response Document and the Tender Information Document for further information in relation to the service specifications and the evaluation process.

2. Lots

- a) The NTPF intends to operate this 2026 Framework across the following Lots and certain minimum mandatory suitability requirements will be specified at the mini-competition process and not at Framework invitation stage.
 - Lot 1: Adult Day Case Procedures
 - Lot 2: Adult Inpatient Procedures
 - Lot 3: Adult Outpatient Services including minor OP Procedures
 - Lot 4: Paediatric Day Case Procedures
 - Lot 5: Paediatric Inpatient Procedures
 - Lot 6: Paediatric Outpatient Services including minor OP Procedures
- b) Day Case and Inpatient Procedures are planned admissions to a healthcare facility for patients on an elective basis. Day case procedures do not require the use of an overnight bed and patients are discharged on the same day as the procedure is undertaken. Inpatient procedures require the use of a hospital bed for one or more nights following a procedure.
- c) Outpatient Services including minor OP Procedures relates to specialist scheduled care provided on an outpatient basis. It can include consultation, diagnostics and minor surgical outpatient services. Patients requiring Outpatient Services will be referred from the national Outpatient Waiting List. The expectation is that clinically required follow on treatment such as Inpatient and Day case Procedures required by patients availing of service under this Lot will be provided by the same healthcare provider. However, such follow-on services will be provided based on pre-approved treatments and prices.

3. Specification of Requirement

- a) The NTPF intends to establish arrangements with successful Healthcare Providers for the Provision of Additional Healthcare Capacity to the public sector if the needs of the population cannot be met from within the public healthcare system.
- b) A Tender may be submitted by:
 - A single Healthcare Provider acting as an individual legal entity; or

- A consortium, grouping or other association of Healthcare Providers, however constituted.
- c) Tenders may be submitted by an individual single entity hospital, or a consortium or grouping of hospitals (however constituted).
- d) Where a consortium, grouping or association submits a single Tender, each individual Healthcare Provider that intends to provide services under the Framework must be identified in the Tender Response Document.
- e) Each individual Healthcare Provider identified in the Tender must be separately assessed against the applicable selection, minimum suitability and other requirements of the procurement documents for the relevant Lot or Lots.
- f) The submission of a single Tender by a consortium, grouping or association does not mean that the consortium, grouping or association will be treated as a single Healthcare Provider for the purposes of the Framework, Mini-Competitions or Call-Off Contracts.
- g) Each individual hospital or Healthcare Provider that satisfies the applicable requirements and is admitted to the Framework will be treated as a separate Framework Provider for the purposes of:
 - admission to the Framework
 - participation in Mini-Competitions
 - the award and performance of Call-Off Contracts
 - the provision of the relevant healthcare services
- h) Each individual Framework Provider must be capable of independently delivering the services for which it is admitted to the Framework and must satisfy all applicable requirements relating to its own facilities, personnel, clinical governance, regulatory compliance and service delivery.
- i) Where a consortium, grouping or association submits a single Tender, each individual Framework Provider must be separately identifiable by location and service capability. A Framework Provider may not substitute another member of the consortium, grouping or association to deliver services under a Call-Off Contract unless such substitution is expressly permitted by the Framework Agreement and applicable law.
- j) Each individual Framework Provider will be responsible for the services it provides under any Call-Off Contract awarded to it. The admission of one Healthcare Provider to the Framework does not confer any right on another member of the same consortium, grouping or association to provide services or perform a Call-Off Contract awarded to that Framework Provider.
- k) Each individual Framework Provider admitted to the Framework will be required to enter into the Framework Agreement in its own name and will be responsible for complying with the Framework Agreement and any Call-Off Contract awarded to it.
- l) A consortium, grouping or association must nominate one entity to act as its authorised representative for the purposes of submitting the Tender and managing communications with the NTPF during the procurement process. The nominated entity may act as the administrative representative of the consortium, grouping or association but, unless it is itself admitted as a Framework Provider, will not have any right to provide services under the Framework solely by virtue of acting as the nominated representative

4. Operation of Framework Agreement

- a) The primary purpose of the Framework will be to provide optimal treatment and safe care for public patients requiring the services which will be described in the mini competitions. The NTPF is only willing to entrust the treatment of public patients to Healthcare Providers with appropriate facilities, resources and experience. Accordingly, prior to the award of any Call- Off Contract, the NTPF may take such steps as it considers appropriate to verify a Framework Agreement Provider's suitability to perform a particular Call-Off Contract. This verification process may involve a visit to the Framework Agreement Provider's Healthcare Facility.

- b) At this point in time, the NTPF has not developed a defined list of services requirements falling within any Lot. Services procured under this Framework will fall within the scope of the Lots described in this ITT and within the CPV codes identified in the Contract Notice. It is the intention that all those Healthcare Providers which secure a place on a given Framework in the Framework Agreement (“Framework Agreement Providers”) will be invited to tender for the relevant service requirements as part of mini-competition processes once the Framework has been established.
- c) The NTPF may set the price for some of the services that will fall within the scope of the 2026 Framework, and these prices will be provided to the Framework Agreement Providers as part of the mini-competition process. Framework Agreement Providers may choose to participate in the mini-competition process based on the price(s) set by the NTPF, or Framework Agreement Providers may be asked to submit prices as part of the mini-competition process. For the avoidance of doubt, Framework Agreement Providers will not be under any obligation to participate in any mini-competition process.
- d) Should a Framework Agreement Provider fail to meet any of the following specification requirements at any time, the NTPF reserves the right to cancel any contract signed with / without notice as it deems necessary.
- e) The NTPF intends to establish a multi-annual arrangement with Healthcare Providers to deliver a range of services.

5. Scope of Services

- a) The NTPF seeks to appoint suitably qualified external provider(s) to the Framework of Healthcare Providers for the Provision of Additional Healthcare Capacity to the public sector if the needs of the population cannot be met from within the public healthcare system. The NTPF intends to operate this Framework across the following Lots:
 - Lot 1: Adult Day Case Procedures
 - Lot 2: Adult Inpatient Procedures
 - Lot 3: Adult Outpatient Services including minor OP Procedures
 - Lot 4: Paediatric Day Case Procedures
 - Lot 5: Paediatric Inpatient Procedures
 - Lot 6: Paediatric Outpatient Services including minor OP Procedures
- b) Please note, if appointed to the Framework, Framework Agreement Providers when submitting proposals as part of a mini-competition provision should be made for all services required within a full episode of care including diagnostics and the potential for the contracted use of facilities and/or ancillary services.

6. Framework Admission

General

The following section lays out how suitable tenderers may be admitted to the Framework.

Admission to the Framework does not guarantee the award of any Call-Off Contract. Call-Off Contracts will generally be awarded following Mini-Competition in accordance with the Framework Agreement.

Lots for Which a Tender may be Submitted

Tenderers may submit a Tender for one, several or all Lots.

A Tenderer will be assessed separately for each Lot for which it submits a Tender.

Admission Methodology

In order to be admitted to a particular Lot, the Tenderer must satisfy all applicable requirements set out in the procurement documents including:

- a) the applicable exclusion and selection requirements
- b) satisfy all Mandatory Framework Admission Requirements
- c) the Lot-specific Minimum Mandatory Suitability Requirements applicable to that Lot

The applicable requirements and the method by which they will be assessed are set out in the Tender Competition Rules and the Tender Response Document.

A Tenderer that satisfies all applicable requirements for a Lot will be admitted to the Framework for that Lot.

A Tenderer that does not satisfy all applicable requirements for a Lot will not be admitted to the Framework for that Lot.

A Tenderer may be admitted to one or more Lots without being admitted to all Lots for which it submitted a Tender.

There is no maximum number of Framework Providers that may be admitted to any Lot.

A Tenderer will be admitted to a Lot where the NTPF determines that the Tenderer has satisfied all applicable requirements for that Lot.

Exclusion and Selection Requirements

The Tenderer must not be subject to any applicable mandatory or discretionary exclusion ground, as outlined in the Tender Response Document and the Competition Rules Document.

Mandatory Framework Admission Requirements

Tenderers must sign all relevant declarations and demonstrate that they meet all minimum mandatory requirements.

Description	Requirement	Evaluation
Economic & Financial standing	Must provide all required information and meet insurance requirements.	Pass / Fail
Service Standards and Accreditation	Subject to minimum specified requirement.	Pass / Fail
Demonstrated track record	Must be able to demonstrate a track record in the delivery of similar services over the last three years	Scored 0-5
Internal/ External Quality Assurance	Demonstrate satisfactory quality assurance procedures in place and in operation.	Pass / Fail
Supplier / Candidate Declaration, and all other declarations	Must be signed without qualification.	Pass / Fail

Insurance

Tenderers must maintain the minimum insurance cover specified in the Tender Competition Rules and, where requested, provide evidence of such insurance in accordance with the Tender Response Document. Successful Tenderers will be required to maintain the required insurance throughout the term of the Framework Agreement and any Call-Off Contract.

Demonstrated Track Record

In relation to Demonstrated Track Record, tenderers will be evaluated to determine the extent to which the tenderer has demonstrated sufficient experience in the provision of the services to justify being appointed to the Framework(s). For Demonstrated Track Record, tenderers will be scored in accordance with the following table:

Rating	Rating Mark	Description
Excellent	5	Demonstrates a more than sufficient level of experience in all ways
Very Good	4	Demonstrates a sufficient level of experience and exceeds them in some ways
Good	3	Demonstrates a sufficient level of experience and is workable
Mediocre	2	Nearly demonstrates the level of experience required, is workable but may be deficient or limited in some areas
Poor	1	Insufficient information provided making tenderer's experience difficult to assess or insufficient level of experience demonstrated
No Response	0	Either no response or the level of experience is not addressed

Tenderers must achieve a minimum score of 3/5 (Good) or higher for the Tenderers response to Demonstrated Track Record for each proposed Lot in order to achieve a Pass for this criterion.

Failure to achieve the minimum score will result in the Tenderer not being admitted to that Lot.

Please refer to the Tender Response Documents for all further details. Where further details are requested, please complete in the space provided or append and clearly cross reference within your submission. It is incumbent on Tenderers to provide sufficient information to enable the submissions to be accurately assessed under each heading.

If there is any part of the criteria or response that is unclear or the Tenderer feels that it puts them at an unfair disadvantage the Candidate should immediately contact the NTPF at the contact details listed above.

Lot-Specific Minimum Mandatory Suitability Requirements

In addition to the Mandatory Framework Admission Requirements, Tenderers must satisfy the Minimum Mandatory Suitability Requirements applicable to each Lot for which they have submitted a Tender.

All Lot-Specific Minimum Mandatory Suitability Requirements will be evaluated on a Pass/Fail basis.

Lot 1: Adult Day Case Procedures

For Lot 1: Adult Day Case Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant-led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
Post Procedure and Emergency Care Arrangements	Must confirm tenderer has appropriate arrangements to provide safe post-procedure care and to manage any clinical deterioration or complication arising during or following the provision of the services. This includes urgent clinical review where required, emergency response capability and transfer arrangements to an acute hospital if necessary.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Lot 2: Adult Inpatient Procedures

For Lot 2: Adult Inpatient Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant –led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
24-Hour Capacity	Must confirm that the tendering hospital or healthcare provider has capacity to provide a 24-hour service with 24 hour on-site experienced medical cover.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Lot 3: Adult Outpatient Services

For Lot 3: Adult Outpatient Services including minor OP Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant –led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
Clinical Safety and Emergency Arrangements	Must confirm that the Tenderer has arrangements in place for the management of any patient deterioration, adverse clinical event or emergency arising during or following the provision of the services.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Lot 4: Paediatric Day Case Procedures

For Lot 4: Paediatric Day Case Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant –led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
Post Procedure and Emergency Care Arrangements	Must confirm tenderer has appropriate arrangements to provide safe post-procedure care and to manage any clinical deterioration or complication arising during or following the provision of the services. This includes urgent clinical review where required, emergency response capability and transfer arrangements to an acute hospital if necessary.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Lot 5: Paediatric Inpatient Procedures

For Lot 5: Paediatric Inpatient Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant –led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
24-Hour Capacity	Must confirm that the tendering hospital or healthcare provider has capacity to provide a 24-hour service with 24 hour on-site experienced medical cover.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Lot 6: Paediatric Outpatient Services

For Lot 6: Paediatric Outpatient Services including minor OP Procedures, tenderers must meet the following Minimum Mandatory Suitability Requirements.

Description	Requirement
Medical Consultants Register	Must confirm that all care episodes are to be delivered by a consultant –led team and all consultants are on the relevant specialty register. All procedures must be performed by a consultant who is registered on the relevant specialty register.
Quality Accreditation/Licence/Certification	Must be currently accredited by a recognised independent body (e.g. The Joint Commission International (JCI), CHKS, RQIA or equivalent).
Clinical Safety and Emergency Arrangements	Must confirm that the Tenderer has arrangements in place for the management of any patient deterioration, adverse clinical event or emergency arising during or following the provision of the services.
Risk & Incident Management	Must ensure there is a defined Risk and Quality Management Framework including an Incident Management System for reporting and reviewing all incidents and accidents that is compliant with the relevant National Policies.
Professional Staff	Must confirm that they have sufficient professional staff qualified for their roles and responsibilities, registered with relevant governing authority and that the healthcare provider always operates with the appropriate ratio of staff to meet the care needs required.
Continuity of care	Must confirm their willingness to utilise NIMS/BEAM (or similar) if required by the NTPF. Full notes and investigations to be made available when requested by the NTPF, public hospital, community services or GP.
Clinical Governance	Must confirm that all clinical staff operate within an appropriate Clinical governance structure that ensures proper oversight and reporting for all clinical activities.
Data Reporting	Must confirm their willingness to provide all requisite activity identified by the NTPF.

Framework Admission

A tenderer will be admitted to a Lot where it:

- Satisfies all applicable exclusion requirements
- Satisfies all applicable selection criteria, including achieving the minimum score for Demonstrated Track Record
- Satisfies all Mandatory Framework Admission Requirements
- Satisfies all Lot-specific Minimum Mandatory Suitability Requirements

Framework Award

- a) Successful Tenderers will be invited to join the Framework.
- b) It is intended to award the agreement for the provision of these services for an initial period of twenty-four (24) months with two extension periods of 12 months each. The agreement will be subject to review on an on-going basis. If either the agreement holder or the NTPF wish to terminate the contract, at least three months' notice of intention to terminate the contract is required.
- c) No Framework Agreement to which a standstill period applies will be executed or take effect until at least fourteen calendar days (if the notice is sent by electronic means) or sixteen calendar days (if the notice is sent by any other means) after the day on which the unsuccessful Tenderers have been sent the appropriate notice informing them of the result of this Tender Process (the "Standstill Period")
- d) The Framework Agreement provided with the procurement documents will govern the relationship between the NTPF and each Framework Provider. Any Call-Off Contract awarded under the Framework will be entered into in accordance with the Framework Agreement and the applicable Mini-Competition documentation. Service-specific requirements and permitted particulars may be completed at Call-Off Contract stage in accordance with the procurement documents.
- e) Regular contract evaluation meetings may be required on a regular on-going basis. Successful tenderer(s) will provide contact details to the relevant NTPF appointed contract manager.

7. Mini Competition

7.1. General

Call-Off Contracts for services under this Framework will be awarded through Mini-Competition.

7.2. Framework Providers Invited to Participate

Tenders that have been admitted to the Framework will be invited to participate in Mini-Competitions based on the Lots it has applied for, its own service capability and other applicable requirements.

All responses will be evaluated to determine which tenders meet the minimum scoring requirements.

7.3. Mini-Competition Requirements

Mini-Competitions may specify the following requirements:

- services
- volume
- capacity
- delivery period
- location
- minimum service requirements
- price mechanism
- award criteria
- weighting

7.4. Where Pricing is Set by the NTPF

- a) Where the NTPF has set the Price for the Services falling within the scope of the Mini-Competition, it shall follow the process outlined below:
 - the NTPF shall issue a Request for Mini-Tenders to those Framework Healthcare Providers capable of meeting its requirement, inviting those healthcare providers to submit a Proposal.
 - the Request for Mini-Tenders may prescribe certain minimum requirements relative to the specific Call-Off Contract to be awarded such as, for example, minimum levels of experience; The Request for Mini Tenders will request Framework Healthcare Providers to provide their (i) proposed capacity level for each procedure(s) applied for over an eight week period (in the case of in-patient day cases) or ten week period (in the case of out-patient cases) unless a minimum volume is prescribed by the NTPF in which case the Framework Healthcare Provider must confirm its willingness to meet this minimum volume level

7.5. Where the Framework Provider Proposes Pricing

- a) Where the NTPF has not set the Price for the services falling within the scope of the Mini-Competition, it shall follow the process outlined below:
 - The NTPF shall issue a Request for Mini-Tenders to those Framework Healthcare Providers capable of meeting its requirement, inviting those healthcare providers to submit a Proposal.
 - The Request for Mini-Tenders may prescribe certain minimum requirements relative to the specific Call-Off Contract to be awarded such as, for example, minimum levels of experience. The Request for Mini Tenders will request Framework Healthcare Providers to provide their (i) proposed capacity level for each procedure(s) applied for over an eight week period (in the case of in-patient day cases) or ten week period (in the case of out-patient cases) unless a minimum volume is prescribed by the NTPF in which case the Framework Healthcare Provider must confirm its willingness to meet this minimum volume level and (ii) their proposed price for each procedure.

7.6. Mini-Competition Award Criteria

- a) Mini Competitions will be evaluated to determine which presents the most economically advantageous tender(s).
- b) Mini-Competitions will be evaluated using a weighted formula that combines Total Price and Distance for each Framework Provider. Framework Providers will be ranked in ascending order based on their Total Combined Price, with the lowest Total Combined Price ranked first.
- c) The NTPF reserves the right to review the suitability of successful Tenderers at the point of award of contract to ensure that there has been no material change to the standing of Tenderers.
- d) The NTPF does not bind itself to accept any tender and will not pay any compensation whatsoever in connection therewith. It reserves the right to reject in whole or in part any or all tenders received.

8. CONTRACT AWARD

8.1. Contract Award Mechanisms

No contract to which a standstill period applies will be executed or take effect until at least fourteen calendar days (if the notice is sent by electronic means) or sixteen calendar days (if the notice is sent by any other means) after the day on which the unsuccessful Tenderers have been sent the appropriate notice informing them of the result of this Tender Process (the “**Standstill Period**”).

8.2. Contract Duration

It is intended to award a Framework Agreement for the provision of these services for an initial period of 24 months (with 2 possible extension periods of 12 months each). The contract will be subject to review on an on-going basis. If either the contract holder or the NTPF wish to terminate the contract, at least three months' notice of intention to terminate the contract is required.

8.3. Conditions of Contract

The Framework Agreement provided with the procurement documents will govern the relationship between the NTPF and each Framework Provider. Any Call-Off Contract awarded under the Framework will be entered into in accordance with the Framework Agreement and the applicable Mini-Competition documentation. Service-specific requirements and permitted particulars may be completed at Call-Off Contract stage in accordance with the procurement documents.

8.4. Contract Meetings

The successful tenderer will at their own expense, meet with the NTPF on a quarterly basis during the contract. Successful tenderer(s) will provide contact details to NTPF liaison manager.

9. The Role of the Contracted Healthcare Provider & Service Delivery Requirements – Personnel Requirements

- a) All care episodes are to be delivered by a consultant-led team, where the consultant is on the relevant specialty Division of the medical register. All procedures must be performed by a consultant who is registered on the relevant specialty register. The Consultants carrying out the services/procedures must be included in the list submitted to the NTPF in response to this application process. Tenderers shall verify the specialist registration of their consultants prior to submitting consultant lists in response to this application process.
- b) Applicants must have sufficient professional staff that are qualified for their roles and responsibilities to deliver the contracted service. They must always operate with the appropriate ratio of staff to meet the care needs required.
- c) Applicants must confirm that all clinical staff operate within an appropriate clinical governance structure that ensures proper oversight and reporting for all clinical activities.

10. Discharges to Nursing Homes

- a) In circumstances where the Healthcare Provider refers a patient to a convalescence facility for the purpose of receiving post-treatment care, the Healthcare Provider shall maintain clinical responsibility for the patient in connection with the procedures provided until such time as the patient is discharged back to the patient's GP or, in exceptional circumstances, where it is clinically necessary, to the Referring Hospital. The Framework provider remains financially responsible for the episode of care until discharge.

11. Framework Agreement

- a) It is intended that successful Tenderers will sign a formal Framework Agreement with the NTPF for the provision of those services.
- b) The NTPF guarantees no level of business through this Framework agreement to any Framework Agreement Provider.

- c) The Framework Agreement Provider must provide a primary point of contact to the NTPF on all matters related to the provision of the services and liaise as required with the NTPF. This person shall act as contract manager for the duration of the Framework Agreement.
- d) The Framework Agreement Provider must provide updates in a form and at a frequency to be agreed on matters such as, but not limited to, the services being provided, the status of on-going services/procedures and anticipated services/procedures.
- e) The Framework Agreement Provider must attend and document all meetings with the NTPF and /or other parties in connection with the provision of the services which shall include tracking attendance, taking meeting minutes, recording decisions made and specific action items assigned.
- f) It is intended that the Framework Agreement will be for an initial period of twenty-four (24) months and will be extendable for two further periods of 12 months, up to a maximum of twenty-four months in total, at the discretion of the NTPF.

12. Operation of Mini Competition / Call off Contracts

- a) The primary purpose of the Framework will be to provide optimal treatment and safe care for public patients requiring the services/procedures which will be described in the mini competitions. The NTPF is only willing to entrust the treatment of public patients to Healthcare Providers with appropriate facilities, resources and experience. Accordingly, prior to the award of any Call-Off Contract, the NTPF may take such steps as it considers appropriate to review a Framework Healthcare Provider suitability to perform a particular Call-Off Contract.

13. Practice/Premises

- a) Healthcare Provider(s) must provide a suitably furnished and equipped premises and facilities from which the service is to be delivered.
- b) A Healthcare Provider may deliver services from premises owned or operated by a third party, provided that the Healthcare Provider identifies the premises in its Tender Response and demonstrates that it has a legally enforceable right to use the premises for the proposed services. The Healthcare Provider shall remain responsible for ensuring that the premises, facilities and services comply with all applicable legal, regulatory, accreditation and contractual requirements.
- c) The premises and services/procedures carried out on the premises must comply with current HIQA guidelines, National Clinical Programme Guidelines and meet the NTPF's requirements under this arrangement.
- d) Any facility being used should be clearly documented in the Tender Response Document.
- e) To optimise access, it is anticipated that the premises will be easily accessible, for the patients assigned to them for examination, diagnosis and treatment.
- f) Care Pathways
 - Availability to provide urgent post procedure treatment when required
 - Provide any additional follow up treatment required by patients availing of service under these Lots

14. Treatment of Inpatient and Day Case Patients

- a) The NTPF will consider the Framework Healthcare Providers capability to provide inpatient and day care, including by reference to the following:
 - a. Alignment with Best Practice incorporating national and international care guidelines and national models of care programmes. Tenderers must provide evidence their models of care align with best practice including National and International standards and model of care programmes.
 - b. The Healthcare Provider must provide evidence of accreditation certification.

- c. 24-hour Capacity - Tenderers applying for Lots 2 and 5 must confirm that they have the capacity to safely provide a 24-hour service with 24 hour on-site suitably registered, qualified and experienced medical cover delivering care in accordance with best practice including National and International standards and model of care programmes.
- d. Post Procedure and Emergency Care Arrangements – Tenderers applying for Lots 1 and 4 Must confirm tenderer has appropriate arrangements to provide safe post-procedure care and to manage any clinical deterioration or complication arising during or following the provision of the services. This includes urgent clinical review where required, emergency response capability and transfer arrangements to an acute hospital if necessary.
- e. Tenderers must provide their specific arrangements and clinical pathways which they have provided for and which they would put in place in the event of any of the following events occurring; an unplanned return to theatre for a patient, an unplanned re-admission to hospital for a patient, an unplanned transfer to another hospital for a patient and adverse clinical incident management.
- f. Tenderers must confirm that they have appropriate clinical care pathways in place addressing the time from the patient’s referral through to admission to follow up requirements, advice, support and post-discharge. Specific Care Pathways may be requested by the NTPF at mini-competition stage.
- g. Tenderers must confirm that they have sufficient professional staff that are qualified for their roles and responsibilities so that the Healthcare Provider always operates with the appropriate ratio of staff to safely meet the care needs required.

15. Treatment of Outpatients

- a) The NTPF will consider the Framework Healthcare Provider’s capability to provide Outpatient services, including by reference to the following:
 - a. Alignment with Best Practice incorporating national and international care guidelines and national models of care programmes. Tenderers must provide evidence their models of care align with best practice including National and International standards and model of care programmes.
 - b. The Healthcare Provider must provide evidence of licence/accreditation/certification.
 - c. The Healthcare Provider must provide evidence of their medical consultants, their speciality area and registration number with the Medical Council.
 - d. Clinical Safety and Emergency Arrangements – Tenderers applying for Lots 3 and 6 must confirm that the Tenderer has arrangements in place for the management of any patient deterioration, adverse clinical event or emergency arising during or following the provision of the services.

16. Treatment of Paediatric Patients

- a) The NTPF will consider the Framework Healthcare Provider’s capability to treat children, including by reference to the following:
 - a. The Framework Healthcare Provider’s compliance with Children First National Guidance and models of care such as the Children First National Guidelines for the Protection and Welfare of Children and the National Integrated Care Programme for Children;
 - b. The anaesthetic staff must be proficient in treating children;
 - c. The recovery room staff must be trained to support children’s post-services/procedures;
 - d. The nursing staff in day-care or post op wards must have the correct nursing credentials relevant to children’s care;

- e. The Framework Healthcare Provider shall ensure that all Consultants, staff, potential staff or any persons performing any of the services during the Term who may reasonably be expected in the course of performing any of the services under this contract to have access to or come into contact with children or other vulnerable persons and/or have access to or come into contact with persons receiving health care services are Garda Vetted.
- f. The Framework Healthcare Provider shall ensure that measures are in place to ensure that children and other vulnerable patients are placed in separate wards/waiting areas or consulting rooms to other patients.
- g. All care episodes are to be delivered by a consultant-led team, where the consultant is on the relevant specialty Division of the medical register.