

Accelerated National Innovation Adoption (ANIA)

Digital Dermatology Pathway – Request for clinical volunteers

Procurement Evaluation Team

- **Pre-Tender Cap Meeting** – This meeting focuses on the upcoming tender to ensure all the key requirements are established before the tender is published on the Public Contracts Scotland Tendering site. This meeting normally lasts 2-3 hours.
- **Supplier Clarifications** - When the tender is open, suppliers have the opportunity to ask questions, input from the clinical/technical colleagues and their support in answering any questions may be sought. This does not need to be done via a Teams meeting and can all be communicated via email between National Procurement and the team of evaluators.
- **Consensus/Moderation Scoring of Tender** - Upon tender receipt National Procurement will issue submissions to the evaluation panel, the evaluators will help with the consensus/moderation scoring. Definitive timescales for this cannot be provided in advance, however two weeks is the current forecasted duration. The meeting duration depends on how many submissions are received and the level of detail that needs scored.
- **Final award of business meeting** – A meeting to conclude the tender before it goes live, normally lasting 2-3 hours.

The panel of evaluators may also be required to support throughout the duration of the live framework, however this may only be once or twice per year where we meet to review how the framework is performing etc.

Forecasted timeline (subject to change):

Activity	Date	Duration
Pre-Tender Cap Meeting	w/c 14 June 2023	2-3 hour meeting
Supplier clarifications	w/c 30 June 2023	Via email over c.4 weeks
Consensus/Moderation Scoring of Tender	w/c 14 August 2023	Possibly 2 weeks - dependent on number of submissions received
Final award of business meeting	w/c 21 August 2023	2-3 hour meeting