



NHS Catalogue Management

Have you got your catalogue under control?

Maintaining product and Supplier data can require significant resources for many NHS Trusts today.

Lord Carter has recommended that 80% of addressable spend should be on catalogue and we know that there are many benefits associated with purchasing through an electronic catalogue.

At Science Warehouse, we are able to offer a catalogue management service based on years of experience managing Supplier data.

What we do:

- We aim to reduce off-catalogue orders by increasing the number of orders raised through the Science Warehouse catalogues to at least 80% of purchase orders.
- We fully manage and maintain all catalogues including loading in new data, deleting old data and improving the general quality of the data.
- We manage a Supplier contract renewal schedule to ensure up-to-date products and pricing are available for requisitioners in a timely manner.
- We analyse your spend on- and off-catalogue providing you with savings recommendations and general improvements which can be made to the catalogue.

Doing more for less

"It would be really difficult to achieve the step-up in performance required with a single employee, so one of the big draws for me when choosing this service was having access to a pool of people with the appropriate skill-sets to improve the Trust's transactional purchasing performance far more quickly than we could do ourselves.....and for less than the cost of a full time employee!"

Jane Christopher – Head of Procurement at Wirral Teaching Hospital

Managed Catalogue Full Service Offering

Service	Details
Catalogue Management	<ul style="list-style-type: none"> • Loading all legacy catalogue data into eCatalogue. • Loading in new pricing or product updates into the eCatalogue (including volume price breaks and delivery charges). • Deleting products or pricing from the eCatalogue. • Mapping product items to relevant e-class prior to loading file into eCatalogue. • Loading of images into the eCatalogue. • Categorisation of products into Science Warehouse categories. • Ensuring the quality of the eCatalogue is maintained to agreed standards. • Ensuring all relevant items are visible across the eCatalogue.
Spend Analysis	<ul style="list-style-type: none"> • Review of duplicate items across the catalogue. • Identification of items which are cheaper. • Removal of more expensive items from the catalogue.
Compliance Reporting	<ul style="list-style-type: none"> • Using AP and catalogue data Identification of new catalogues to add. • Using AP and catalogue data identification catalogues to delete.
Contract Renewal Alerts	<ul style="list-style-type: none"> • Notification to suppliers of contract expiry. • Request of new product and price file. • Load into catalogue.
Review	<ul style="list-style-type: none"> • Regular monthly service review with the Trust to ensure the service is running as smoothly as possible.

Savings

“Sometimes the pressure to deliver big savings means that the small changes can get overlooked, so the monthly Spend Analysis service will be really beneficial in identifying savings opportunities by switching from catalogued items to NHS Supply Chain and vice versa quickly and regularly.

Similarly, being able to identify and manage off-contract spend more effectively, without it becoming an administrative burden for the Procurement team will help the Trust to improve contract compliance and reduce contract leakage. It provides contracted Suppliers with more volume assurance which in turn results in better pricing for the Trust.”

Jane Christopher – Head of Procurement at Wirral Teaching Hospital

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