



HSE PROCUREMENT SUPPLIER CHARTER

Our goal is to work in partnership with our Suppliers to ensure that all supply chain activities are managed in line with HSE business principles, values and requirements

HSE Commits to:

Fair Competition

- Applying the highest standards of integrity, fairness, legality, confidentiality and disclosure of interest to all procurement related transactions
- Applying all relevant procurement regulations so that competition is promoted, value for money secured, equal access to publicly funded contracts is afforded to all tax-paying suppliers and openness and transparency assured

Prompt Payment

- Payment in accordance with the Prompt Payment of Accounts Act 1997 as amended by the European Communities (Late Payment in Commercial Transactions) Regulations 2012 (S.I. No. 580 of 2012).

Social Responsibility

- Taking account of relevant environmental and social factors when buying products, services or works.



HSE Expects Suppliers to:

Maintain Security of Supply

- Deliver to agreed specification on time and at agreed cost
- Demonstrate a commitment to putting patients first
- Advise HSE promptly regarding any change of delivery or safety issues
- Take a non-adversarial approach to dispute resolution
- Manage deliveries in agreement with HSE staff

Consistent & Favourable Pricing

- Apply consistent, competitive and favourable pricing to all HSE goods and services supplied

Provide Management Information

- Provide on request and in a timely fashion full details of all goods and services supplied across HSE by time, location, quantity and current price, including any products supplied under Community Schemes which are reimbursed by the Primary Care Reimbursement Service
- Provide on request, a full breakdown of price, identifying cost elements, cost drivers, market forces & associated weightings for supplied goods & services

Sales & Marketing Activity

- Give advance notice of all sales and marketing activity occurring on HSE sites
- Do not cause or facilitate any publicity regarding sales to HSE without prior HSE consent

Comply with all Legal Requirements

- Adhere to HSE Standard Terms, except where otherwise agreed and treat information obtained from HSE as confidential

Act Ethically

- Ethically manage all elements of their supply chain including protection of workers pay and conditions, non-use of child labour and environmental responsibility
- Declare any potential conflicts of interest
- Avoid engaging in any activity which might reasonably be interpreted as an attempt to affect the impartiality of HSE employees

Together we will:

- Protect frontline patient services
- Deliver quality goods and services on-time and within budget
- Reduce cost and eliminate waste through continuous improvement

