

Request under Freedom of Information Act 2000

Thank you for your request for information which we received on 20 July 2021.

I am pleased to confirm the following.

1. **A copy of the Trust's Standard Terms and Conditions for the supply of goods and services**

[NHS terms and conditions for the supply of goods and the provision of services: purchase order version](#)

2. **A copy of the (i) Payment Clauses, (ii) Invoice Validation/Verification Clauses and (iii) Invoice Dispute Resolution Clauses contained within Trust's Standard Procurement Contract,**

[NHS terms and conditions for the supply of goods and the provision of services: contract version](#)

3. **A copy of the section of the Trust's internal procedure manual(s) relating to invoice validation, verification, and invoice dispute resolution**

The trust outsources the invoice function to a third-party provider and the processes relating to validation, verification and dispute resolution belong to them. The Trust does have a liaison officer who will get involved in disputes only when the outsource provider is unable to resolve.

4. **A redacted copy of Trust's 2019/20 and 2020/21 Disputed Invoice Registers/Ledgers.**

The Trust does not have a disputed invoice register/ledger. There is an on holds report that is a live report and updated as and when the status of invoices held changes. The majority of invoices on this register are awaiting PO receipting and are not 'disputed'.

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If you are unhappy with the information received in response to this request, please address your complaint to the Patient Affairs Office at Milton Keynes Hospital NHS Foundation Trust, Standing

Way, Eaglestone, Milton Keynes MK6 5LD If, after exhausting our internal process, you are still unhappy with the information received, you may write to the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

If you need any further assistance, please do not hesitate to contact us at the address above.

Yours sincerely,

Freedom of Information Co-ordinator
For and on behalf of Milton Keynes Hospital NHS Foundation Trust

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