

How to get the most from frameworks

Carli Thatcher – Category Manager (SUPC)



#lupcsupc17

Today's Agenda

1. Background to existing frameworks
2. Finding information on frameworks
3. Framework benefits
4. Call-off options and when to use them
5. Hints & tips / Do's & Don'ts
6. Questions

Regional Consortia Overview

Six regional purchasing consortia developing frameworks on your behalf

APUC
(Scotland)

HEPCW
(Wales)

LUPC
(London)

NEUPC (North
East England)

NWUPC
(North West
England)

SUPC
(Southern
England)

Other Consortia operating in HE Sector

- Single-Commodity HE Sector Consortia
 - TEC (Energy) www.energyconsortium.org.uk
 - TUCO (Catering) www.tuco.org
 - JISC/JaNET (Regional broadband) www.ja.net
 - Eduserv (IT) www.eduserv.org.uk
- Partner Consortia
 - Crown Commercial Service (formerly GPS)
(<http://ccs.cabinetoffice.gov.uk>)

Framework categories

Audio Visual

STEMed and
Laboratories

Utilities

Catering

Library

Office Supplies
and Equipment

Estates and
Facilities

Furniture and
furnishings

Travel and
Accommodation

Professional
Services

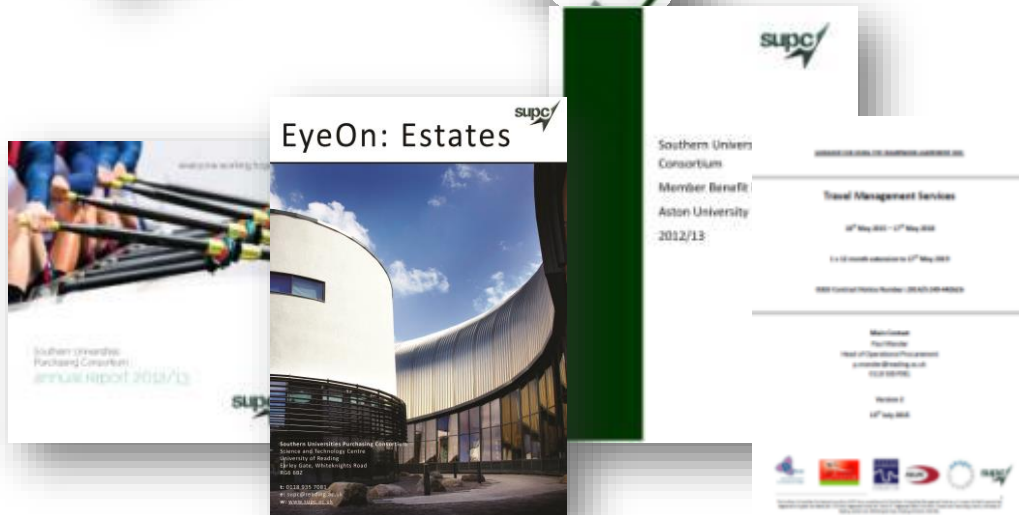
Where can you find out about agreements?

- Higher Education Contract Database (HEC) www.hecontracts.com
- Consortia websites - :
 - SUPC: <http://www.supc.ac.uk/buy/agreements-suppliers/agreements>
 - LUPC: <http://www.lupc.ac.uk/list-of-agreements.html>
- Framework specific websites e.g. National Desktops and Notebook Agreement (NDNA), IUPC Gases, Apple.

Resources Available



- Agreement Snapshots
- Standardised buyers guide
- Member Benefit Statements
- Annual Report
- Specialist Newsletters
- Local mailbases



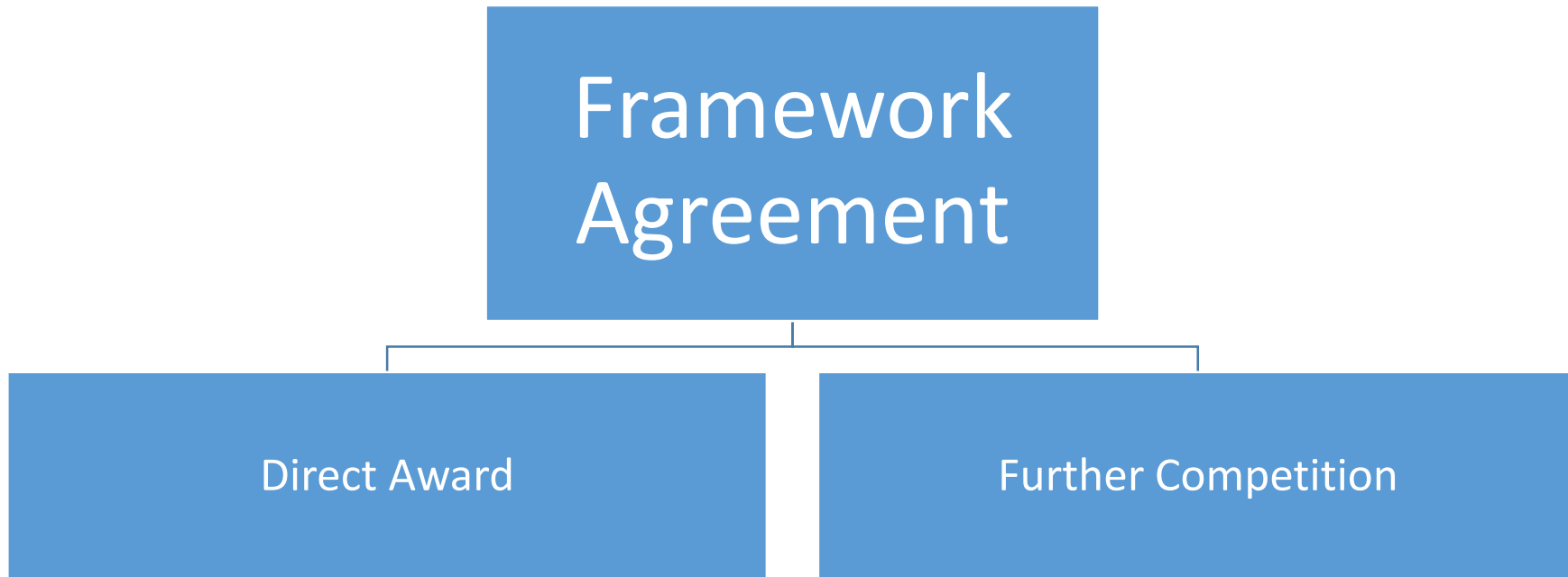
Benefits of a framework

- Timescales reduced for call off procedure
- Reduced administrative cost and effort
- Price transparency: Ceiling rates with option to achieve savings above those achieved at framework set up
- Suppliers pre-competed and OJEU compliant – fully auditable
- Pre-agreed robust (favourable) call-off terms and conditions
- Active contract management support from lead consortia

Call-off Options



Typical Options



When to use Direct Award



Requirement can be directly met by the specification (*no refinement necessary*)



Pricing is clear for the goods / service you require (*contacting suppliers to identify price is not necessary*)



No amendments to call-off terms required



Single supplier on framework or lot

Direct Award - Desktop



Allows institutions to amend weightings by set percentage to reflect local institution needs e.g. sustainability / price



Automatic re-calculation of weighting. Award to revised top ranked supplier



Note: Not available on all agreements ...as per previous slides



Direct Award Points to note



- Most cost effective on agreements where a core list is agreed and/or prices are fixed
- Avoid where pricing is dynamic or subject to market fluctuation - you may not get the best deal
- Does not allow for competition amongst framework suppliers

When to use a Further Competition



Pricing is dynamic or technology has developed since framework award



Unique/bespoke requirement – specification or call-off terms need refinement



High value/high risk/longer term relationship
• e.g. Business travel (*may need pre-competition engagement*)



A single purchase that is high volume / risk / value
• e.g. Capital equipment

When to use a Further Competition



Repeat purchases over a period of time

Benefits:

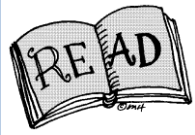
- Build long term supplier relationships
- Agree service levels
- Competitive pricing (commitment / EOS)
- Potential for improved added value services
- Budget certainty – improved planning

Further Competitions





Further Competitions



Read the Buyers Guides thoroughly! Plan how you will approach the exercise.



Allow plenty of time for bidders to return their submissions (proportionate to requirement)

- Higher quality tenders
- Less likely to be errors



Invite ALL CAPABLE suppliers to participate in the further competition process



Set clear, objective Award Criteria. Ensure they are proportionate and relevant.



Further Competitions



Be aware the framework pricing is always the MAXIMUM you will pay. Competing is likely to result in even further savings



Provide objective feedback to unsuccessful suppliers when awarding your contract – it is essential for driving improvements and value through the agreement



Ensure the Framework is clearly referenced on any Purchase Orders raised so the correct pricing and terms are applied









Agree SLA's with supplier (delivery lead times, line item fill rate, response time to queries etc)

Further Competitions





Further Competitions

	<p>Asking for information already evaluated. E.g:</p> <ul style="list-style-type: none">• ISO14001 or ISO9001
	<p>Stipulating specific brands - where possible. Most manufacturers will be able to offer an equivalent that matches or is similar to the branded product you require.</p>
	<p>Creating a framework within a framework</p>
	<p>Creating a 'restricted tender' as your further competition process</p>
	<p>Don't vary weightings by more than the permitted amount</p>
	<p>Significantly vary the call off Terms & Conditions – minor changes are ok</p>

Summary



Use the resources available to you



Ensure that your approach meets your local rules and procedures



If it's explicitly stated in the buyers guide in the agreement - you can do it



Get Involved – speak to your UPC contacts

QUESTIONS?