

Winter Maintenance Products and Ground Services Framework Agreement

User Guide

Ref No: 827





About YPO

YPO provides procurement solutions for public sector organisations to set up or renew contracts for a wide range of services. Established in 1974 by a group of 13 local authorities, we're the UK's largest public sector buying organisation and we're still 100% publicly-owned today. We work closely with our suppliers and collaborate with other public sector buying organisations to achieve efficiencies and value for money, returning all our profits back into the heart of the public sector. Our team of qualified procurement professionals can offer advice, guidance and expertise on procurement, as well as regular engagement and communication to make sure your objectives are achieved.

Helping you navigate the world of your procurement

The world of procurement is complex, with competing demands and increasing pressures. Through collaboration, we provide products and services to meet your needs as individuals and collectives, through our wide range of procurement categories and frameworks. Navigating the world of procurement needs to be easy, quick and effective for both buyers and suppliers, and needs to help you make sure that every penny counts. We believe that through our procurement activity there's an opportunity to make an impact and a real difference, by delivering social value and outcomes in the communities we serve.

Overview

Start date:	17 April 2018
Expiry date:	16 April 2022
Extension(s) if applicable:	Not applicable
Contracting authority call-off (CA) period:	CAs can specify a contract period, based on the term that will best suit their requirements. YPO generally recommend a call-off period of no longer than 5 years
Contract notice ref no:	2018-OJS022-045682
Corrigendum (if applicable):	Not applicable
Contract award notice ref no:	2018/S 082-183681
Potential maximum value:	£100 million
Rebate:	2% paid by supplier/provider
Geographical location(s):	England, Northern Ireland, Scotland, Wales

Specification, overview and lot structure

LOT	DESCRIPTION	METHOD OF CALL-OFF CONTRACTS
1	Supply of brown rock salt 6mm or 10mm minimum 20 tonne deliveries	Further competition
2	Supply of white de-icing salt minimum 10 tonne deliveries	Further competition
3	Supply, installation and maintenance of saturators	Further competition
4	Winter gritting, snow clearance and grounds maintenance services	Further competition
5	Sheeting, supply, installation and site management services	Further competition
6	Supply of bagged brown or white salt 850kg or 1000kg bags	Further competition
7	Supply of bagged brown or white salt 10kg or 25kg bags	Further competition
8	Supply of de-icing liquids, granules and kits	Further competition
9	Supply of salt spreaders, liquid sprayers, snow shovels and spreader kits	Further competition

Benefits of using the framework agreement

YPO's framework agreements are established to allow customers to purchase goods, works or services from suppliers/providers via either direct award or further competition.

Benefits of using the framework agreement:

- YPO can fully manage the customers further competition (call-off) process if required.
- Reduced timescales – customers do not need to run a full OJEU procurement if procuring via the framework agreement.
- Assured supplier standards – suppliers/providers are 'pre-qualified' as to their general suitability.
- Aggregation of spend - customers will receive the benefits of the aggregated spend volume and increased leverage in the market.
- Pre-defined terms and conditions – when awarding contracts customers have the option to use YPO's standard framework agreement terms and conditions as established or use their own terms and conditions.

Suppliers/providers

SUPPLIER/PROVIDER	LOT 1	LOT 2	LOT 3	LOT 4	LOT 5	LOT 6	LOT 7	LOT 8	LOT 9
Compass Minerals UK Limited	✓	✓			✓				
Gritit Limited				✓					
Ice Watch Limited				✓					
Mitie Landscapes Limited				✓					
NWT Supplies Limited (t/a Online Rock Salt)	✓	✓				✓	✓		
J.C Peacock & Co. Limited	✓	✓	✓		✓	✓	✓		✓
Safecote Limited			✓		✓	✓		✓	

How to award/call-off from the framework

To access the framework agreement, customers should complete and return the Non-Disclosure and Customer Access Agreement. YPO can then pre-agree the level of support that might be required and can provide customers with templates, advice and guidance to undertake a compliant further competition.

Customers can undertake the further competition process themselves but must be aware that this is a resource intensive process and if customers undertake their own further competition YPO must be informed by emailing highways@ypo.co.uk.

There is no direct award on this framework. All pricing will be determined under further competition. YPO can help customers produce specifications, qualitative questions, pricing schedules and evaluation criteria to undertake a further competition. Clarification responses, evaluation of further competition submissions, drafting of award letters and contracts and applicable Contract Award Notices are elements of the process that will need to be completed by the customer. Customers must inform YPO of the outcome of any further competition they undertake themselves.

When running a further competition, customers should award based on the most economically advantageous tender and must provide suppliers/providers with the methodology behind the evaluation, including the evaluation criteria and the weightings that are applied.

The selection/award criteria used to establish the framework agreement was:

CRITERION	PERCENTAGE WEIGHTINGS
Cost	60%
Quality	15%
Customer Service	15%
Delivery	10%

The weightings for cost, quality, delivery, customer service and added value can be re-opened for evaluation within the further competition. Customers can also set any appropriate KPI's and/or service levels within the quality award criteria.

Evaluation must be fair and transparent and the methodologies used to evaluate must be provided to the suppliers/providers within the further competition documentation

Terms and conditions	<p>Suppliers/providers awarded on to the framework have agreed to and signed YPO's Establishment Agreement Terms and Conditions. The call-off terms and conditions can be amended by the CA and supplier/provider by mutual agreement to include additional terms to supplement the Framework Agreement Terms and Conditions. A variation form is included in the Framework Agreement Terms and Conditions document to allow customers and suppliers/providers to amend any terms if required.</p> <p>If the customer proposes any amendments to the Framework Agreement Terms and Conditions these must be provided to suppliers/providers in the further competition documentation.</p>
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Contact information	<p>For further information or to discuss individual requirements, please use the contact details below:</p> <p>Kath Johnson Buyer Facilities Management Tel: 07966 886167 Email: kath.johnson@ypo.co.uk</p>
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STAGE 1
Initial Customer
Enquiry

- Customer contacts YPO for information
- YPO will send customer a copy of the User Guide, NDA and Access Agreement
- Customer completes and returns NDA and Access Agreement

**STAGE 2**
NDA/Access
Agreement Returned
to YPO

- Following receipt of signed NDA/Access Agreement YPO may send the customer a Further Competition Template, Bank of Optional Questions, and Framework Agreement Scope
- YPO may provide the customer with a unique reference code for the further competition, which will be referenced on all documentation
- Customer completes the documents and sends to YPO
- If the customer decides to undertake their own further competition YPO must be informed via e-mail

**STAGE 3**
Further Competition

- YPO can issue further competition documents to all suppliers/providers on the framework agreement if required by the customer
- YPO will manage any clarifications that are received from potential suppliers/providers (customers will need to provide clarification responses)
- At the submission closing date YPO will provide customers with access to all submissions
- Customers can then evaluate (offline) the submissions and prepare acceptance and rejection letters

**STAGE 4**
Contract Award

- YPO will issue the award decision documentation (acceptance and rejection letters) via YPO's e-portal
- Optional 10-day standstill period: customers are advised to implement a voluntary standstill period of 10 days
- A Contract Award Notice following any award via the framework agreement must be published within 30 days (YPO are able to do this on behalf of the customer if required)