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User Guide | Ref No: 001241

# The Supply of Workwear and PPE

Framework Agreement



# Contents

- About YPO .....02
- Overview .....02
- Specification, overview and lot structure .....03
- Benefits of using the framework .....04
- Successful suppliers .....04
- How to award/call-off from the framework .....05
- Terms and conditions .....06
- Contact information .....06



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You can click on the items listed above, and they will take you to the relevant page. You can also click on **Contents** in the top right of every page and it will bring you back to this contents page.

# About YPO

**YPO provides procurement solutions for public sector organisations to set up or renew contracts for a widerange of services.**

Established in 1974 by a group of 13 local authorities, we're one of 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.

# Overview

## Start date

20 November 2024

## Expiry date

19 November 2026

## Extension(s) (if applicable)

2 + 1 + 1

## Contracting authority (CA) call-off period

CA's 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 4 years.

## Contract notice reference number

2024/S 000-015384

## Potential maximum value

£5,000,000

## Rebate

3% payable by supplier/provider.

## Geographical location(s)

National

# Specification, Overview and Lot Structure

This framework is for the supply of workwear and PPE. It provides customers with a route to market for the procurement of these products and services, meaning customers do not need to publish their requirements on the Find a Tender Service (FTS) or prequalify suppliers/providers in order to procure these items.

The framework can be used to procure services both above and below the relevant UK public procurement thresholds.

Customers can ‘call-off’ from this framework agreement, i.e. use this framework to establish a contract.

This is a UK wide framework agreement that is available to any eligible UK public sector organisation.

The framework can be used to procure services both above and below the OJEU threshold.

Through the framework, customers can procure a wide range of Workwear and PPE. The contract can be accessed for stock supply through the YPO catalogue and also by direct award call-off or further competition

Lot	Description	Method of award
1	General Workwear	YPO Catalogue Products
2	Hi Vis	YPO Catalogue Products
3	Tabards and Aprons	YPO Catalogue Products
4	Disposable Workwear	YPO Catalogue Products
5	Gloves	YPO Catalogue Products
6	Footwear	YPO Catalogue Products
7	PPE	YPO Catalogue Products
8	Contractual	Further Competition Only



*This is a **UK wide framework** agreement that is available to any eligible UK public sector organisation.*

# Benefits of using the Framework

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

Benefits of using the framework agreement:

- Available to order via YPO Catalogue/Website
- Products not in the YPO Catalogue/Website can be sourced for the customer by contacting us at [wfm@ypo.co.uk](mailto:wfm@ypo.co.uk)
- Key Suppliers for Workwear and PPE
- 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.

# Successful suppliers Lot 8 - Contractual

Lot	Suppliers
8	ARCO
	Arden Winch
	Burlington Uniforms Ltd
	Chelmsford Safety Supplies
	Head2Toe Workwear
	Lyreco
	Rexel UK Ltd
	Signet Industrial Distribution

If you wish to utilise Lot 8 and run a Further Competition, please get in touch with us on [wfm@ypo.co.uk](mailto:wfm@ypo.co.uk) for further details.



**BSIF registered Safety Supplier Scheme** - In order for the suppliers to be awarded onto this framework they have to all be registered on the BSIF Safety Supplier Scheme. All PPE must be correctly tested and certified to meet the appropriate European standard. They have signed a binding declaration that the safety equipment they offer meets the appropriate standards, fully complies with the PPE regulations and is appropriately CE marked.

## How to award/call-off from the framework

To access the framework agreement, customers should complete and return the Customer Access Agreement.

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

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:

- 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.

Criterion	Percentage of weighting
Cost	50%
Quality	20%
Delivery and Customer Service	20%
Social Value/ Sustainability	10%



*When running a further competition, customers should award based on the **most economically advantageous tender***

# Terms and conditions

Suppliers/providers awarded to the framework agreement have agreed to and signed YPO's standard Terms and Conditions. These can be amended by the CA and supplier/ provider by mutual agreement to include additional terms to supplement the standard Terms and Conditions. A variation form is included in the standard Terms and Conditions document to allow customers and suppliers/providers to amend any terms if required.

## Contact information

For further information or to discuss individual requirements, please use the contact details below:

Name	<b>Kayley Fox</b>
Job title	<b>Category Buyer - Workwear, Catering and First Aid</b>
Category	<b>Workwear, Catering and First Aid</b>
Email	<b><a href="mailto:kayley.fox@ypo.co.uk">kayley.fox@ypo.co.uk</a></b>
<b><a href="#">Email Kayley »</a></b>	



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