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User Guide | Ref No: 001290

Engineering Inspection Services (and Insurance)

Open Framework



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.

This framework is designed to meet the needs of all public sector organisations, including NHS, education, local authorities, central government, charities, housing and emergency services.

To access the framework agreement and any further information such as:

- Price lists, which showcase the scope of and services suppliers provide
- The full specification
- Call-off templates
- Step by step guide on how to make an award without competition or run a competitive selection process
- Any additional information not listed above

Authorities should complete and return the Customer Access Agreement. Please email insurance@ypo.co.uk for the Agreement, or to ask any questions relating to this Framework.

Overview

The open framework has a maximum duration of 8 years, this is structured into the following periods:

1. Initial Period:

1st April 2026 to 31st March 2028

2. First Extension Period

1st April 2028 to 31st March 2030

3. Second Extension Period

1st April 2030 to 31st March 2034

Contracting Authority (CA) call-off period

Authorities can appoint in line with their requirements. YPO does not stipulate contract lengths.

Contract notice reference number

2026/S 000-020196

Geographical location(s)

National

Rebate (payable by the supplier)

The Open Framework is free to access for all public sector organisations.

If you choose a broker-led appointment, the supplier pays YPO a 1.5% retrospective rebate.

If you appoint a supplier directly without using a broker, the supplier pays YPO a 3% retrospective rebate.



This is an interactive PDF

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.

Benefits of using the Open Framework

YPO's Open Framework 001290 has been established to allow authorities to procure engineering inspection services (with optional insurance cover) via either award without competition or a competitive selection process.

Benefits of using the Open Framework:

Simplified route to market

Engineering inspection services have historically been procured as part of authorities' insurance portfolios. This Open Framework allows authorities to procure engineering inspection services directly and remove them from the insurance tender cycle. Through the framework's objective mechanism, authorities can conduct an award without competition. Alternatively, a Request for Quote, whereby competition is reopened on a 100% price basis, is also available. Award with competition is also available for authorities who wish to conduct a full competitive exercise.

Supplier choice

YPO have appointed 8 suppliers to the Open Framework, offering excellent choice and specialist industry expertise. Selected suppliers also offer Engineering Insurance upon request.

Social Value

YPO have established social value proxies at framework level, which can be delivered by suppliers to authorities as part of their call-off contracts. Social value delivery is to be agreed between authorities and suppliers at the call-off stage.

Assured supplier standards

All suppliers listed on the framework have attained UKAS Type A Accreditation and hold SAFed Membership, and were assessed as part of the procurement process for their financial stability, compliance to legislation, experience, and technical and professional ability to give authorities confidence of a quality service.

Available to use by all UK public sector bodies

This framework is compliant with the Procurement Act 2023 procurement legislation – we've done the work, so there's no need for you to run a full procurement process, reducing risk and timescales.

Direct appointment or appointment via broker

Authorities can appoint engineering inspection suppliers directly. However, many authorities' inspection cycles are managed by their insurance broker. Both routes to market, direct or broker-led, are possible via this Open Framework.

Pre-defined terms and conditions

The T&Cs for call-off contracts have already been established, accepted and signed by the suppliers. Upon awarding contracts, authorities have the option to use YPO's standard framework agreement terms and conditions as established, or use their own if preferred (permitted for award with competition only).

No defined call off length

Authorities can specify a contract period based on the term that will best suit your requirements. YPO do not stipulate lengths of contracts.

Easy to use

Authorities need only to identify their requirements, choose their route to market and award a contract. This can be done either via YPO or directly with the awarded suppliers.

Full support service

YPO can assist you with your procurement and managing the call off process, from the building of documents, running competitive selection processes and award without competitions. YPO can conduct competitive selection processes on your behalf (at no cost to you), taking care of all key areas, making the process hassle free and compliant with as little or much involvement from you as you require.

The services we offer include:

- Publishing the competitive selection processes on our e-tendering portal
- Assisting with award without competitions
- Request for Quotes (RFQ)
- Request for Information (RFI)
- Pre-engagement support
- Templates
- And much more.

Suppliers

To find out more about the suppliers awarded on the Open Framework, please visit the [YPO website page](#).



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Award without Competition

Making an award without competition allows authorities to call-off directly, appointing a chosen supplier without conducting a competitive process. An objective mechanism for award without competition has been built into the Open Framework. Contracting authorities will be responsible for their assessment of suppliers to determine the most advantageous tender (MAT).

Authorities shall conduct a desktop analysis of the pricing schedule in line with their own requirements and calculate which of the suppliers appointed to the Open Framework can offer the MAT and make the award on this basis. The price analysis shall consist of:

- Minimum order value, if applicable
- Cost of inspection per item
- Written Schemes of Examination, where required
- Where relevant, % uplift for the relevant regions that authority's assets are based in
- Ability to offer all the services required by the authority, particularly additional services such as engineering inspection insurance cover, inspection of EV charging points, solar panel inspection etc.

If there is more than one Supplier who can offer MAT based on the price analysis, as a next step the authority shall assess:

- Average lead times provided at the framework level; Surveyor availability to conduct inspections within an authority's satisfactory timeframes.

If a supplier is not able to fulfil all of the authority's requirements for any reason, the authority shall award based upon the MAT from the Supplier which is able to fulfil all of their requirements.

If more than one supplier is able to offer the MAT based on the steps outlined above, the authority shall review Quality % scores from the Framework level to determine the most competitive supplier and award to the supplier with the highest % Quality score. If an authority can still not determine which Supplier is able to offer MAT, as a last step Social Value/Sustainability scores from the Framework level shall be added to the Quality scores as a total %. Based on the results, the authority shall award to the Supplier that has the highest Quality and Social Value score.

No Supplier is obligated to accept an Award Without Competition. If a supplier chooses not to accept an award, the supplier offering the next MAT shall be invited to accept the award.

Once the preferred supplier has been identified, the process for award without competition is as follows:

- Contact the preferred supplier with your requirements
- Complete the letter of appointment (appendix to the call-off T&Cs)
- Once the letter of appointment has been signed by both the authority and the supplier, the appointment has been made
- Authority completes the confirmation of award form and returns this to YPO



Request for Quotation

For authorities wishing to test the market but not run a full competitive selection process, a Request for Quotation (RfQ – 100% price) exercise can be run.

This may include, but is not limited to:

- Cost per hour
- Cost per asset/item
- Total cost for schedule of works
- Insurance Premium

The above mentioned elements of the cost are only listed for guidance and authorities may choose alternative methods of evaluating cost.

Authorities will need to provide a statement of requirement, e.g. an asset list, and suppliers shall use this as a basis for their quotations. Authorities may run the RfQ process themselves, or YPO can conduct this on behalf of the authority. If running their own process, authorities must ensure the Open Framework 001290 is referenced within documents and ensure YPO have been notified by emailing insurance@ypo.co.uk

Award with Competition

Authorities wishing to run a competitive selection process will be able to evaluate suppliers based on their own cost, quality and social value award criteria. As with the other routes to market, the authority is ultimately responsible for their competitive selection process, but YPO can assist as much as required.

Authorities may request access to the following documentation to support the creation of their competitive selection tender.

- The results of the Framework tender evaluation
- Supplier price list showcasing the scope of products, work, and services they can provide
- Pricing schedules which were evaluated at Framework level

All suppliers awarded to the Open Framework will be invited to compete in the process. Suppliers will be required to submit “sealed bids” via the authority’s choice of e-tendering site (or YPO can conduct this on the authority’s behalf). The award criteria for such competitions are specified in table on page 7.



Criteria for Competitive Selection Process Inclusive of Cost, Quality, Social Value/Sustainability

Criterion	Weighting	Description
Conditions of Participation	N/A	Authorities will be allowed to include Conditions of Participation or refine those set out for framework assessment.
Cost may include, but is not limited to: <ul style="list-style-type: none"> • Cost per hour • Cost per asset/item • Total cost for schedule of works • Insurance Premium <p>The abovementioned elements of the cost are only listed for guidance. Authorities may choose alternative methods of evaluating cost.</p>	0-100%	Authorities have the option to amend weightings at the Competitive Selection Process stage to suit their internal needs/policies for the above criteria. Authorities may reopen this criterion in full, or scores may be carried through from the Framework Establishment stage. The total Criteria weightings must add up to 100%.
Quality may include, but is not limited to: <ul style="list-style-type: none"> • Service Quality • Inspection Quality • Ability to service Multi Sites • Ability to service specialist equipment • Functionality of the online portal • Customer service and complaints procedure • Adherence to legislation requirementsw <p>The above mentioned elements of quality are only listed for guidance and authorities may choose alternative methods of evaluating quality.</p>	0-80%	Authorities have the option to amend weightings at the Competitive Selection Process stage to suit their internal needs/policies for the above criteria. Authorities may reopen this criterion in full, or scores may be carried through from the Framework Establishment stage. The total criteria weightings must add up to 100%.
Social Value/Sustainability – this may include but is not limited to: <ul style="list-style-type: none"> • CSR • ESG • Commitment to Net Zero • Social Value delivery in line with CA priorities <p>The above mentioned elements of Social Value/Sustainability are only listed for guidance and authorities may choose alternative methods of evaluating Social Value / Sustainability.</p>	0-30%	Authorities have the option to amend weightings at the Competitive Selection Process stage to suit their internal needs/policies for the above criteria. Authorities may reopen this criterion in full, or scores may be carried through from the Framework Establishment stage. The total Criteria weightings must add up to 100%.

Criteria for Competitive Selection Process (continued)

Where authorities flex the award criteria to suit their individual requirements, the overall award criteria must total 100%. It is intended that each time an authority runs an award with competition, the award decision will be based on the above criteria.

Authorities have the flexibility to adjust the award criteria weightings at the award with competition stage as stated in the table above, depending on whether the requirement is Quality, Social Value and/ or Cost driven.

Authorities will apply a scoring scale of their own choosing to evaluate responses to the above criteria. The exact scoring scale will be determined at the call-off award with competition stage and made clear within the relevant call-off documents.

YPO can run an award with competition process on an authority's behalf, or authorities may run their own process. If running their own process, authorities must ensure the Open Framework 001290 is referenced within documents and ensure YPO have been notified by emailing insurance@ypo.co.uk

Contact information

To discuss routes to market and call off options, please contact insurance@ypo.co.uk

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