

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 one of the largest public sector buying organisations in the UK 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:	22 December 2021
Expiry date:	21 December 2025
Extension(s):	Not applicable
Contracting authority (CA) call-off 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
Potential maximum value:	£15m
Geographical location(s):	National

Specification, overview and service category structure

LOT	DESCRIPTION	NO. OF ANTICIPATED PROVIDERS PER LOT	METHOD OF CALL-OFF CONTRACTS
1	Decorator Paint	3-5	Direct award or further competition
2	Decorator Sundries inc. Wallpaper	3-5	Direct award or further competition
3	Decorator Solutions (Paint/Tenant Packs and Vouchers)	3-5	Direct award or further competition
4	YPO Catalogue Items	1-3	Direct award or 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

LOT	Akzonobel (ICI)	Crown Paints	PPG Architectural Coatings
1 - Decorator Paint	✓	✓	✓
2 - Decorator Sundries inc. Wallpaper	✓	✓	✓
3 - Decorator Solutions (Paint/Tenant Packs and Vouchers)	✓	✓	✓
4 - YPO Catalogue Items	✓	✓	✓

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.

Direct award

Ordering standard call-offs under the framework agreement without re-opening competition customers shall:

- 1 Identify the supplier who has been accepted onto the framework agreement
- 2 Award its standard call-off requirement to the goods framework supplier identified
- 3 Place an order with the appropriate goods framework supplier which:
 - (a) states the standard call-off requirements
 - (b) identifies the goods framework lot in which the award is made
 - (c) states the price payable for the standard call-offs requirements in accordance with the price list and policy applicable for the relevant goods framework lot
 - (d) incorporates the call-off terms and conditions

Further competition

To carry out a competition for goods/services YPO can on your behalf issue the competition via our e-tendering system or alternatively you can run a further competition yourself.

A further competition within the framework agreement must be conducted by seeking quotes from each of the successful suppliers nominated for the applicable lots on the framework when the requirement arises.

YPO recommends that the weightings do not fluctuate by more than 10% at further competition. The current weightings for the lots are detailed in the table below.

It is at the discretion of you (the customer) conducting a further competition to alter the weightings by more than 10%.

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:

CRITERION	PERCENTAGE WEIGHTINGS
Cost	40%
Quality	30%
Delivery and customer service	20%
Social value/sustainability	10%

The weightings for cost, quality, delivery and customer service and sustainability and social 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.

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:

Louise Hardcastle

Category Buyer | Buildings

Tel: **07738 738008** | Email: **louise.hardcastle@ypo.co.uk**

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

NDS/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 (OJEU and Contracts Finder) following any award via the DPS must be published by the customer within 30 days of the award