

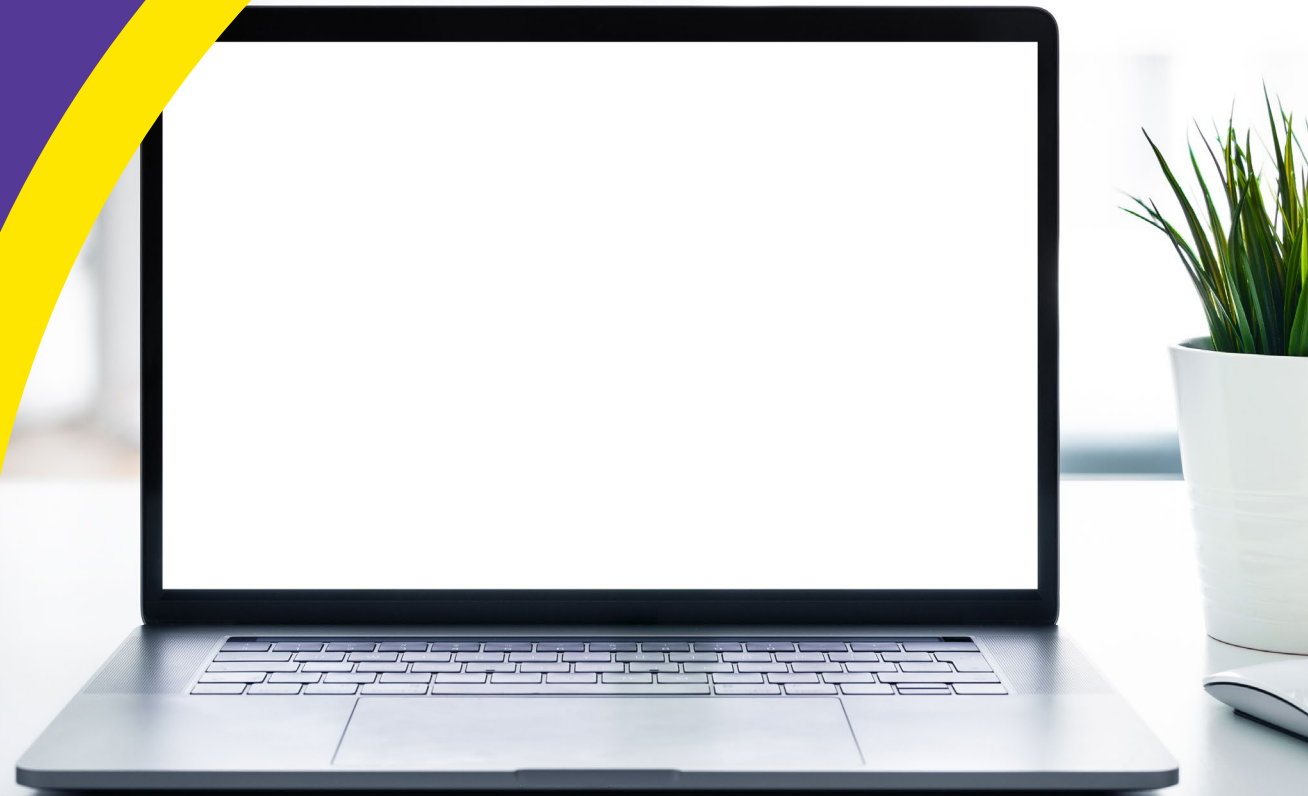
Better value, delivered.



User Guide | Ref No: 1231

Commissioning Solutions 2

Framework Agreement





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.

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.

Overview

Start date

21.06.2024

Expiry date

20.06.2028

Extension(s) (if applicable)

Not applicable

Contracting authority (CA) call-off period

CAs can specify a contract period, based on the term that will best suit their requirement

Potential maximum value

£50m

Rebate

1%

Geographical location(s)

National

Specification overview

YPO recognises that procurement, commissioning, contracts and finance teams are under pressure to deliver results for both internal and external stakeholders, and that many are now looking to technological solutions to support activity within their organisation.

This commissioning solution allows your organisation to run compliant procurement exercises by using specialised procurement technology and framework agreements. This solution will also have the added benefit of additional processes, such as on-boarding new providers at any time and entering, into new contracts.

This commissioning solution offers more than just access to DPS technology and can include up to a fully managed service, if required. The additional functions include invoicing, payment, contract, and quality management of providers.

The framework provider has a wealth of experience in supporting health and social care, transport, housing and construction categories.

This framework consists of a single provider therefore customers can direct award if this is the right solution for them.

Benefits of using the framework agreement

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

Pre-defined terms and conditions - The framework is very simple to use. The framework terms and conditions have already been agreed with the provider.

- **Reduced timescales** – customers do not need to run a full tender process if procuring via the framework agreement. All you need to do is identify your service requirements, present them to the provider and award a contract
- **Direct award** – being a single-provider framework, customers can award a contract without the need to undertake any further competition/procurement exercise
- **Ease of use** – the framework is very simple to use. The framework terms and conditions have already been agreed with the provider
- **Flexible pricing** – the cost of the service is based on individual customer requirements and a range of payment options are also available and can be agreed between provider and customer

- **Assured provider standards** – providers are 'pre-qualified' as to their general suitability
- **Quality** – running a truly transparent procurement and commissioning process, along with relationship management, allows the best quality providers to be awarded more contracts and increases overall market quality
- **Variety of spend** – the framework can be used for different service streams and categories of spend i.e. placements, accommodation, and transport
- **Visibility** – data from across the service area is pulled together into a single system giving full visibility over all activity via real-time interactive reporting
- Document templates available are Call-off Order Form and Confirmation of Award

Supplier/provider



The Access Group

Contact: Access Bids

Tel: 07718562950

Email: Servelec.healthcarebids@theaccessgroup.com

How to award/call-off from the framework

To access the framework agreement, customers should first complete the Customer Access Agreement (CAA) available at: <https://www.ypo.co.uk/frameworks-home/900654#documents>

Once completed, please return the signed CAA to socialcare@ypo.co.uk.

Upon receipt YPO will send the customer all relevant contract documents in relation to this framework.

The process for direct award:

- Customers engage with The Access Group to discuss their initial requirements, there is no obligation at this point
- If the solution proposed meets your business strategy then next steps would be to agree pricing arrangements and implementation etc.
- Customers can then direct award to The Access Group
- Once awarded, customers should complete and return a 'Confirmation of Award' to YPO. This advises YPO that a contract has been awarded
- Customers should also complete the Customer Call-off Order Form and send direct to The Access Group; this is the instruction to advise The Access Group that they have been awarded a contract





Terms and conditions

The provider awarded to this framework agreement have agreed to and signed YPO's standard Terms and Conditions. These can be amended by the CA and 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	Claire Thornton
Job title	Category Buyer
Category	Social Care and Emergency Services
Telephone	07814 290584
Email	claire.thornton@ypo.co.uk

Name	Leanne Westmoreland
Job title	Assistant Category Buyer
Category	Social Care and Emergency Services
Telephone	07435 830988
Email	SocialCare@ypo.co.uk

Stages 1 to 3

Stage 1

Initial Customer Enquiry

- Customer contacts YPO for information
- YPO will send customer a copy of the User Guide, Customer Access Agreement (CAA) for completion
- Customer completes CAA and returns to socialcare@ypo.co.uk

Stage 2

CAA returned and framework documents submitted

- Following receipt of signed CAA, YPO will send all details in relation to the framework to the customer

Stage 3

Direct Award

- The customer calls off from the framework via a direct award
- Customer completes the Confirmation of Award form
- Customer issues the provider and YPO with a copy of the Confirmation of Award form.
- Customer completes the Order Form and supplies direct to the provider

