



Crown
Commercial
Service

Newsletter
July 2015

Buying goods and services for colleges and universities

Welcome to the latest edition of our newsletter for colleges and universities

In this issue you will find:

- Technology Services
- Building Materials and Associated Services
- Vehicle Lease and Fleet Management
- Catering Equipment and Refrigeration
- Useful links for accessing CCS agreements
- Our monthly customer update
- How to get in touch

This issue provides you with the latest updates on buying goods and services from the Crown Commercial Service (CCS). Our compliant, money saving deals have been developed for the whole of the public sector, including colleges and universities.



Technology Services

A new [Technology Services](#) agreement is now available for colleges and universities needing a scalable solution for their IT managed service requirements.

The deal replaces IT Managed Services, and was developed in collaboration with the Government Digital Service, 85 suppliers are available across 11 different areas known as 'lots':

1. Helpdesk/Service Desk
2. Desktop Support
3. Network Management
4. Network and Content Security
5. Infrastructure and Platform Maintenance and Support
6. Audit Services and Asset Management
7. IT Infrastructure Transition Services and Delivery
8. Service Integration/Service Integrator
9. Disaster Recovery/Business Continuity
10. Back Up and Data Services
11. Asset Disposal

The agreement is designed to help you break down large single supplier contracts into a number of smaller contracts, opening up market opportunities for small businesses.

By using this agreement (and all other CCS agreements) **you do not need to run a full OJEU procurement**, as CCS has already undertaken this. You simply need to identify your requirements, present these to the market, evaluate the responses and award a contract.

Access to the agreement is via a further competition process. This means you will need to provide the suppliers with information on your requirements so they can propose priced solutions to meet your needs.

You can use our eSourcing tool to help you do this and further details of how to register and access the tool can be found in the useful links section below.

If you have any questions on the agreement please email: neil.street@crownccommercial.gov.uk.

Buildings Materials and Associated Services

Our [Buildings Materials and Associated Services](#) deal provides a comprehensive range of buildings materials and associated services across eight lots:

1. Buildings Materials and Associated Services 'One Stop Shop'
2. Plumbing and Heating
3. Electrical
4. Timber and Joinery
5. Workshop, Industrial and Electrical Tools
6. Paints and Solvents
7. Flooring
8. Small Tool and Plant Hire Services

The benefits of the deal include discounted list prices and the opportunity to carry out further competition to deliver further savings.

Access to the agreement is via direct award (contacting your preferred supplier directly with your requirements) or by further competition (sharing your requirements with all of the suppliers on the deal so they can bid for the work and await your decision based on your evaluation of the bids). Our eSourcing tool can be used for both routes (further details in the useful links section below).

Our [customer guidance document](#) provides an overview of the deal and process maps which will help you determine which route you should take to fulfil your requirements. For further information you can also email: futurebuildingmaterials@crownccommercial.gov.uk.

Vehicle Lease and Fleet Management

A new [Vehicle Lease and Fleet Management Services](#) agreement is available giving you access to a wide range of lease vehicles including passenger vehicles, commercial vehicles, alternatively fuelled vehicles (such as hybrid and electric), buses, coaches and trailers.

Fleet management services and associated services including service maintenance and repair, sale and lease-back and salary sacrifice are also available.

The benefits of the new agreement include:

- the option to nominate a preferred local dealership for delivery
- access to technology, such as telematics, to improve fleet utilisation and manage risk effectively
- ability to further reduce pricing by taking part in eAuctions (where you can join together with other organisations with the same/similar requirements, to combine your demand and drive down prices)
- opportunity to improve fleet performance and costs through audits and fleet optimisation
- supports the Clean and Energy Efficient Vehicles Directive 2009-33-EC

Access the agreement depends on which lot you use. For standard specification vehicles from lot 1 you have 2 options. You can either:

1. Access the fleet portal for online quotations and make a direct award to your chosen supplier. You can register for an account for the fleet portal here: [fleet portal](#).
2. Run a further competition using the eSourcing tool

To access the remaining lots (2 and 3), you will need to carry out a further competition via the eSourcing tool.

If you have any questions on the agreement please email:

james.rodgers@crownccommercial.gov.uk.



Catering Equipment and Refrigeration

We have entered into a collaboration with Eastern Shires Purchasing Organisation (ESPO) to support their agreement for Catering Equipment and Associated Services.

The agreement provides a quick, simple and competitive route to purchase or hire a large range of commercial catering equipment and associated services.

You can find further information on this agreement on the [ESPO website](#).



Useful links for accessing CCS agreements

eSourcing tool

Our free to use eSourcing tool can be used to carry out both direct award and further competitions. This is an online tool where you can submit your requirements to the suppliers of your chosen deal and receive their proposals back through the system.

- **Guidance:** <https://www.gov.uk/government/publications/esourcing-suite-guidance-for-customers>
- **Registration:** <http://ccs-forms.cabinetoffice.gov.uk/using-esourcing-suite-0>
- **Already registered? Log on:** <https://gpsesourcing.cabinetoffice.gov.uk/sso/jsp/login.jsp>

Government eMarketplace

You can use the Government eMarketplace to access online catalogues and carry out direct awards.

- **Full details of the Government eMarketplace and how to register can be found here:** <https://www.gov.uk/emarketplace-a-guide-for-public-sector-buyers>
- **Already registered? Log on:** <https://buyers.procserviceonline.com/otis/login.html?marketplace=gem>
- **Help and support:** email eMarketplace@crownccommercial.gov.uk or call **0345 410 2222**

Monthly customer update

As well as this newsletter dedicated to colleges and universities, every month we publish a roundup of the latest news, events and training opportunities and you can view the latest issue [here](#).

If you would like to receive a copy of this regular update please send your contact details, including email address, to education@crownccommercial.gov.uk

Get in touch

Our education team is on hand to help you create savings for your school. We recognise that schools, particularly academies and free schools, often require guidance when buying goods and services and we are here to assist at any stage of the process.

Please visit our [education pages](#) on our website for further information on our deals and how to access them or email us directly at education@crownccommercial.gov.uk

We welcome your feedback and ideas on how we can develop this newsletter to ensure we provide the information, advice and news that helps you. Please email us at education@crownccommercial.gov.uk with your thoughts, suggestions and questions.