



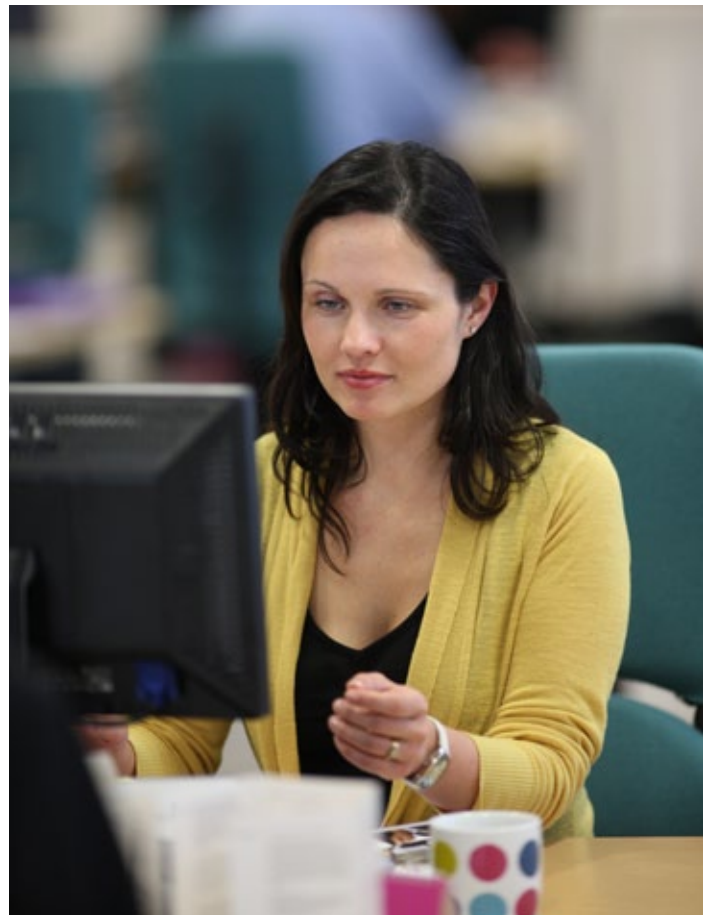
Free Electronic Purchasing Card Solution for schools

The Crown Commercial Service Electronic Purchasing Card Solution (ePCS) agreement is available to all publicly funded schools, including academies.

The agreement can provide you with a free of charge card programme, helping you make the payment of invoices faster and easier and make purchases online.

Benefits

- A Visa or MasterCard solution with no annual fees
- A card can be 'lodged' with a supplier, enabling staff without a card to call the supplier, usually quoting an account number, and make purchases quickly and efficiently.
- Control your purchasing spend – spending parameters can be set in line with your existing procurement policy e.g. monthly or single transaction limits.
- Management information will help you understand your spending and support contract negotiations with frequently used suppliers.
- Some suppliers also offer a rebate. Further details of the rebate rates are available by emailing epayments@ccs.gsi.gov.uk
- Faster payment – by using an ePCS card suppliers receive full payment within three working days.



Savings

- If you already use a commercial card solution, the **saving** is typically between **£28** and **£45** per card per annum by switching to the ePCS card programme.
- Save at least **£5** per transaction compared to traditional purchasing methods such as cheque and bank transfer. The monthly corporate statement effectively becomes **one invoice** for settlement.



Next steps

You can choose from three suppliers - Barclays, Lloyds and RBS - and no existing banking relationship with the suppliers is required to access the service.

Setting up a card programme is straightforward. An assessment pack is available on our website which will help you select one of the suppliers. You can then contact your chosen supplier directly to receive specific card information and provide them with the details of your requirements.

Download your assessment pack and find out more online at

<http://ccs.cabinetoffice.gov.uk/contracts/rm1095>

For further information

For more information on setting up a card programme for your school:

E: epayments@ccs.gsi.gov.uk

Or contact our helpdesk

T: 0345 410 2222

E: info@ccs.gsi.gov.uk

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