

Linked

SUMMER 2021



THE MAGAZINE FOR LUPC MEMBERS AND SUPPLIERS

A photograph of a laptop screen showing a video conference. The screen displays a grid of participant video feeds. In the center, there is a graphic of a human head containing three stylized figures. Below the head is text that reads "20 May 2021", "LUPC & SUPC CONFERENCE", "Session 4 - Mental Health: Supporting Ourselves & Our Communities", and "This webinar will start shortly...". The laptop is resting on a wooden surface next to a green mug.

Reflections on a very different LUPC & SUPC Conference



RAISING THE 'GREEN
BAR' WHEN DESIGNING
AND INSTALLING
NEW LEARNING
ENVIRONMENTS



HOW CAN
MICRO-MARKETS ENABLE
UNIVERSITIES TO ADAPT
THEIR CATERING OFFERING
POST PANDEMIC?

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Meet the team

Transforming Public Procurement



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System management and development; collection, analysis and reporting of member and supplier data

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Welcome

Welcome to the Summer edition of Linked magazine!

It was great to see so many of you at our joint LUPC and SUPC conference held on 20 May. A fully virtual conference and exhibition was a first for us and it was well-received, with delegates, speakers and suppliers engaging with each other through our online conference platform. I hope you enjoyed it and also found it beneficial. The main article in this edition reflects on the conference, so do have a read of the highlights.



The past few months have been busy with the tendering of several LUPC-led frameworks. You can read about recently launched ones in the news section. We continue to work hard to add value and save you money through our framework agreements.

I am pleased to announce that LUPC has made a further commitment towards its responsible procurement goals by signing the [SDG Accord](#), which is the University and College sectors collective response to the global

Sustainable Development Goals (SDG). In addition, Marisol Bernal, LUPC's Responsible Procurement Lead has carried out work placements in several member organisations. Please [get in touch](#) if you are interested in Marisol's support for two days a week over a ten-week period.

Full members will have recently received our annual membership survey via email. We kindly request that you take the time to complete it so we can identify areas where we need to improve our service to members.

Our new strategy for 2021-2024, *Working together to achieve shared goals in a changing world*, launches in August. Look out for a communication next month on our goals, objectives and KPIs to deliver value for members over the coming years.

Finally, we hope to return to the office in September and will let you know our exact plans nearer the time. We look forward to meeting with members and suppliers again soon.



In 2019 Lyreco joined the Clean Van Commitment, this objective is to make deliveries in cities **zero emissions by 2028**. Vans contribute 30% of UK road transport's nitrogen dioxide emissions, which is harmful to human health; the annual health cost to the NHS and wider society from older diesel vans is £2.2 billion. This is set to increase as vans are the fastest growing vehicle type in this country.

Our first step towards reducing Lyreco's emissions in London is the addition of **17 FULLY ELECTRIC VANS** to our fleet in the capital, meaning your deliveries are made with efficiency and sustainability in mind.



How can we support your sustainability goals?

- consolidate your supply chain
- provide sustainable product choices
- energy efficient deliveries

We can support your workplace needs across 21 categories.



EMISSION FREE DELIVERIES FOR LONDON



Lyreco

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- energy efficient deliveries

We can support your workplace needs across 21 categories.

To find out how Lyreco can support you, contact **TONI DA SILVA**, toni.da-silva@lyreco.com or visit us at WWW.WEARELYRECO.COM

Lyreco is a supplier on the following framework agreements: Office, Computer and Library Supplies - OFF3068 NW & Cleaning and Janitorial Supplies - JAN2004 NE

A warm welcome to three new members:



[The Bank of England Information Centre](#) which provides a corporate

information service including access to books, journals and online resources for the staff working at the Bank.



[The Architectural Association \(AA\) School of Architecture](#), which offers a variety of programmes

of specialised architectural study at all levels of higher education.



The [National Oceanography Centre](#) whose mission is to make sense of changing seas.

They do this by undertaking and enabling world-class science and technology development, providing large research facilities and access to data and samples for the benefit of UK science, and creating value and public benefit by supporting the development of public policy, hazard assessment, ocean governance and regulation, and sustainable development.

UKUPC newsletter

UK Universities Purchasing Consortia (UKUPC) published its [latest newsletter](#) providing an update on recent activity. It demonstrates how we collaborate nationally across the consortia to deliver more benefits and greater value to our members.



New Framework Agreements

The following framework agreements are now live and available for LUPC members to access:

Legal Services

The LUPC [Legal Services \(PFB5069 LU\)](#) framework started on 4 June and provides members with access to specialist law firms across three lots. There is a one-stop shop solution for law firms with the expertise to cover all lots and additional areas of law aligned to member requirements. Contact [Roy Dennis](#).

General Laboratory Equipment

Led by LUPC, the [General Laboratory Equipment \(LAB5061 LU\)](#) framework went live on 15 June. It covers a wide range of laboratory equipment that would be required in a fully functioning scientific laboratory, as well as associated post installation services such as preventative and reactive maintenance, calibration and repair of equipment. The technical scope has been refined and improved by LUPC through two successive terms of owning and managing this framework and now consists of 17 suppliers, including new SMEs. Contact [Antonio Ramirez](#).

Virtual Learning Environment (VLE) Services and Associated Services

A supplier-led webinar session for the [Virtual Learning Environment \(VLE\) Services and Associated Services \(ITS1040 AP\)](#) framework is presently being planned and further details will be circulated as soon as available. Please contact [Mike Kilner](#) to register your interest.

Antibodies & Sera and other matrices

The [Antibodies & Sera and other matrices \(LAB4042 SU\)](#) agreement, re-tendered by SUPC, is the only higher education focused antibodies agreement available to universities. This [interactive presentation](#) explains how to use the framework. Contact [Antonio Ramirez](#).

Global Workforce Mobility Services

The [Global Workforce Mobility Services \(PFB3135 NW\)](#) framework covers the provision of services to help with the management of a global workforce. This [interactive video](#) provides an overview of the agreement. Contact [Roy Dennis](#).

White Goods and Associated Electrical Appliances (JAN3134 NW)

The [White Goods and Associated Electrical Appliances \(JAN3134 NW\)](#) framework provides access to a wide range of items from small appliances such as toasters to large appliances such as fridge-freezers. Watch [this interactive video](#) for more information. Contact [Julie Gooch](#)

Washroom Services (JAN3136 NW)

The [Washroom Services \(JAN3136 NW\)](#) national agreement is a retender of a well-established framework and covers both washroom services and period dignity solutions. View the [framework overview](#) for more details. Contact [Julie Gooch](#)

Other framework agreement news

The [Furniture Supply and Installation \(FFE 2005 NE\)](#) agreement expires in December 2021. Between now and early November, NEUPC will be working to deliver a successor framework and are looking to put together a Tender Working Party (TWP). There are many [advantages](#) to participating in a TWP; if you are interested, please register [here](#).

Covid-19 has caused delay to the re-tendering of the Joint Consortia [Books, E-books, and E-Textbooks \(LIB 4035 SU\)](#) framework. The agreement was due to expire on 31 July 2021 but has now been extended by six months to **31 January 2022**. No other changes have been made to the agreement.

Watch [this interactive presentation](#) on the [Printers and Managed Print Services \(NEPA2\)](#) framework agreement outlining the highlights and benefits of the framework agreement.

Following the recent launch of the [Removals and Relocations Framework](#), this [interactive presentation](#) provides an overview of this new national agreement.

The Broadcasting Equipment and Integration Services agreement has been extended for its first 12-month extension to 30 June 2022.

LUPC currently runs the [Ceremonial Gown and Photography Services Agreement](#), which includes the hire and purchase of ceremonial gowns and digital photography. In advance of going out to tender for a new iteration of this framework, we surveyed members for their views on the framework. You can access the results [here](#). We will use the results to shape the new version of the framework.

Upcoming tenders

- **Apple** (expected to go live end September 2021).
- **Insurance brokerage** (expected to go live September 2021).
- **IT equipment disposal** (expected to go live October 2021).
- **Estates and Facilities Management Services** (incorporating estates maintenance and minor works, cleaning services and security services) - Regional (expected to go live October 21).
- **Gases (IUPC) - National.** (expected to go live end October 2021).
- **Servers, Storage & Solutions National Agreement (SSSNA)** (expected to go live late 2021).

Responsible Procurement updates Summer 2021

Supporting The Royal College of Physicians with Sustainable Procurement

Marisol Bernal,
LUPC's Responsible
Procurement Lead



As part of my role as Responsible Procurement Lead at LUPC, I have carried out work placements with three LUPC members to date; London School of Economics and Political Science, Natural History Museum and my latest placement - The Royal College of Physicians (RCP). The purpose of the work placements is to support each member with its responsible procurement activity. You can read about my experience at the RCP [here](#). If you would like any

assistance in this area, please [contact me](#) to discuss either a work placement or other ways in which I can help.

Work placement sought for LUPC's Responsible Procurement Lead

I am currently looking for my next work placement within the procurement or sustainability team of one of our members. This placement would be at no cost to the member and would be for two days a week over a ten-week period.

LUPC & SUPC Responsible Procurement Quarterly Meeting

The next LUPC & SUPC Responsible Procurement meeting is taking place on 7 September 10.00-12.00.

Responsible Procurement Leads, Marisol Bernal, LUPC, and Jayne Thorn, SUPC, will be sharing the latest best practice and providing practical advice.

In this meeting we will also be hearing about responsible procurement initiatives at the Natural History Museum with Andy Davies, Procurement Manager and Kimberley Lewis, Environment & Sustainability Officer presenting.

Members can [register here](#).

The Government Modern Slavery Statement registry

The Home Office has launched the [Government modern slavery statement registry](#) which brings together statements in one place, making it easier for consumers, investors, Non-Governmental Organisations (NGOs) and others to search for statements and scrutinise the action organisations are taking to identify and address modern slavery risks in their operations and supply chains.

LUPC is committed to identify and address risks in supply chains and our statement is now on the Registry.

If you need any support writing your Modern Slavery Statement, please see the [resources](#) we have to help you

Climate Literacy for Procurement eLearning

The Scottish Government has released a Climate Literacy for Procurement learning module. The module aims to give those in procurement confidence to minimise risks and maximise opportunities associated with climate change.

Following liaison through Advanced Procurement for Universities and Colleges (APUC), the Scottish Government has agreed that the learning can be accessed on a UK wide basis by colleagues across the HE sector.

To access the training members will need to register on the [Scottish Government Website](#) with their .ac.uk email address which will then be authenticated by an administrator.

The Ellen MacArthur Foundation programme

Emma Keenan, Deputy Director at LUPC, completed the ten week Ellen MacArthur Foundation programme: '[From Linear to Circular](#)'. Emma was one of 186 delegates, from 46 countries and 52 nationalities to come together to learn and develop ideas on circular economy practices.

The academic learning programme consisted of a series of webinars, delivered by experts, across different topics, including Cities and Governments, Fashion and Food/Agriculture.

Additionally, delegates were split into teams to undertake a project to solve a problem presented by businesses. Companies such as PepsiCo, Beyond Retro, Limeloop and Apeel introduced groups to their challenges, those



groups then worked together to form a solution and delivered that via a presentation at the end of the course.

Emma shares her thoughts on the course: "The course is really broad, and the topic enormous, it would be impossible to learn everything required during the time allowed. However, it did mean everyone could take away something from the sessions back to their day job."

"I would recommend the course to anyone with a significant interest in both the Circular Economy and how to integrate principles into their work. The Ellen MacArthur Foundation welcome persons to register their interest for the next cohort [on this page](#)."

LUPC analyse suppliers' Modern Slavery Statements

Addressing modern slavery risk, as part of responsible procurement, is a topic of huge importance to LUPC. We continually work towards driving best practice and supporting our members and suppliers in developing their activities in this area.

During April 2021, we spent time analysing the Modern Slavery Statements from our top 20 suppliers based on our spend and commodity risk categorisation. The aim was to see whether the statements formally comply with the UK Modern Slavery Act 2015. The work included:

- Verifying if statements are in a prominent place on their website
- Checking that the work detailed relates to the suppliers' last financial year
- Confirming that the statement has been signed and approved by an appropriate person
- Suppliers were categorised first by risk of Modern Slavery in their sector, then by the spend on the agreement. We discovered the following from the 20 suppliers:



The hope is that their activity will progress beyond the minimum required by law to include substantive risk management of their supply chains. We will be repeating the analysis of statements during July and will follow up with a report detailing our findings.

Green Gown awards: Three LUPC members are finalists!

Three LUPC members are finalists of this year's Green Gown Awards UK & Ireland! Congratulations to: the University of Greenwich, University of the Arts London (UAL) and Goldsmiths, University of London.

The Green Gown awards celebrate innovative and inspiring sustainability work taking place in universities and colleges to create a brighter future for their students.



Congratulations to all three of our members on making it as finalists! You can find out more information on the Green Gown Awards [here](#).

External News

Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts

The Cabinet Office has published a [procurement policy note \(PPN\)](#) that sets out how to take account of suppliers' carbon reduction plans in the procurement of major government contracts.

In 2019, the UK Government amended the Climate Change Act 2008, and included a commitment to achieve 'Net Zero' carbon emissions by 2050.

The PPN applies to all Central Government Departments, their Executive Agencies and Non-Departmental Public

Bodies. These in-scope organisations must apply the PPN when procuring goods and/or services and/or works with an anticipated value above £5 million per annum.

The in-scope organisation must apply the provision of the PPN to relevant procurements advertised on or after 30 September 2021.

The PPN is accompanied by a suite of documents including [guidance](#) on applying the PPN, a [technical standard for completion of Carbon Reduction Plans](#) and a list of [FAQs](#).

LUPC Signs the SDG Accord

The [SDG accord](#) is the University and College sectors collective response to the global Sustainable Development Goals (SDGs).

The purpose of the SDG Accord is twofold:

First it is to inspire, celebrate and advance the critical role that education has in delivering the [Sustainable Development Goals \(SDGs\)](#) and the value it brings to Governments, business and wider society.

Second, the Accord is a commitment learning institutions are making to one another to do more to deliver the goals, to annually report on each signatory's progress, and to do so in ways which share the learning with each other both nationally and internationally. An objective is that sector SDG reporting metrics will be presented at the annual UN High Level Political Forum.

The Accord can be signed on four levels.

Leaders of institutions sign to make a corporate commitment - *this must be the highest authority such as Vice Chancellor, Principal, President etc.*

Leaders of related university and college support organisations sign to make a corporate commitment to supporting the sector

Leaders of student associations i.e., Students' Unions or Student Guilds - this must be the president.

Individual students, researchers, academics and operational staff can sign to make a personal and professional commitment to playing their part in advancing sector performance

The [SDG Accord website](#) provides all the information you need to make decisions on this for your organisation.

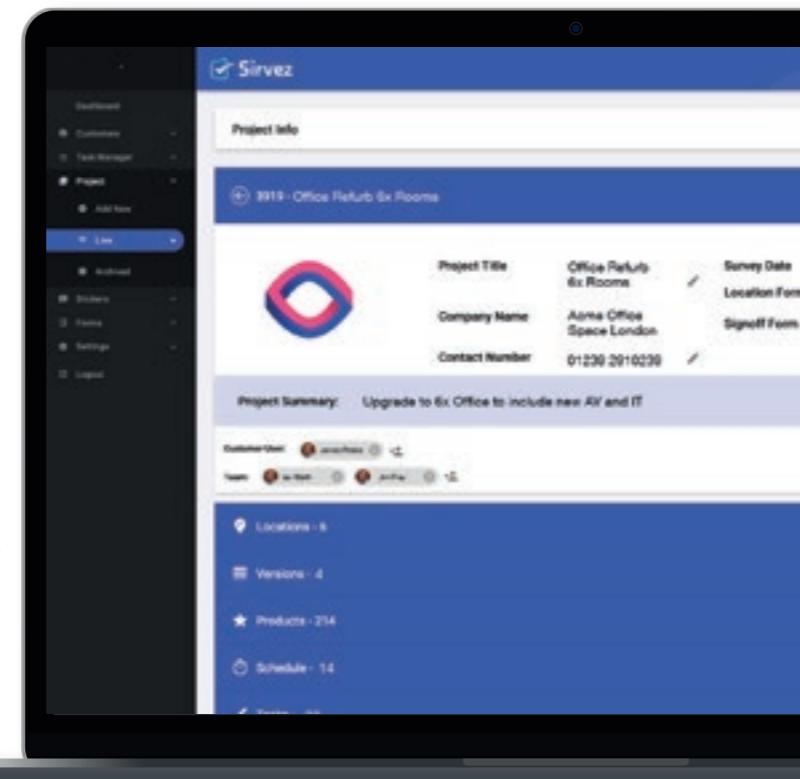
Integration & Asset Management system now being used by CDEC

Welcome to a Modern Workflow Management Solution to help manage complex integrations

From site survey through to sign off and beyond, Sirvez enhances communication, creates accountability and keeps you informed. Track users, sites, locations and products all from one intuitive, simple to use Integration Management System.

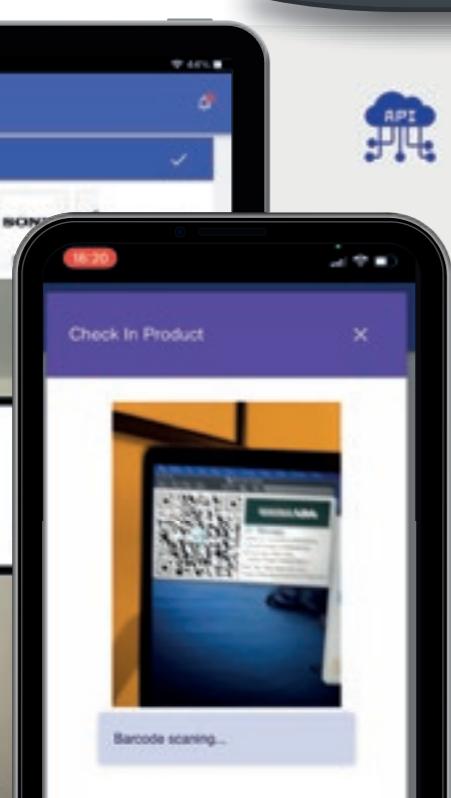
Customer and Stakeholder Portal

- Receive live project updates
- Intuitive graphical user interface displaying site floor plans with click-able rooms for more info
- Access product information on a room by room/ site by site basis



Asset management

- List products installed with unique data including testing & commissioning plus product brochures and tech specs
- Warranty, see warranty remaining on a product by product basis, details added by the integrator
- Add product labels to filter out categories of products for reporting purposes



Progressive Web App

- Scan asset QR codes and collect product data on the fly with option to send data to help desk
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- Offline working, no internet no problem!
- Stickers, create instant visuals of proposed kit in-situ

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Feature



CEREMONIAL GOWNS: COTTON, CARBON AND CHINA

In 2019, we carried out [the first part](#) of our gowns supply chain mapping project; we identified areas of concern, raised them with our suppliers, H Tempest, J Wippell, Graduation Attire (Evest) and Marston Robing and asked for their feedback.

After the [BBC highlighted the issue of cotton farm workers](#), we continued our work, and this article details the outcomes.

We asked our suppliers:

- Where the raw materials for their gowns come from
- About social and environmental impacts of production on garment industries
- Due diligence practices in their supply chains, including the monitoring of working conditions.

Importantly, we discovered that all of our suppliers use man-made fibres (not cotton) to manufacture gowns, and that most source their raw materials from China.

H Tempest source not just essential material (polyester) for gowns and hoods, but accessories such as satin, thread, metal buttons and gathering tape, all from China. H Tempest was unable to provide further information relating to working conditions and

The calculation of CO₂e of the gowns is the essential first step we do in order to evaluate any further action. This calculation is based on industry average emission factors as well as the production information & product details provided by the factories. Water and electricity usage are part of these calculations. All calculations are done in accordance with the GHG protocol. Given that polyester is the main material used, we subsequently move towards recycled polyester fabrics to drastically reduce the gown's CO₂e. Carbon offsets are done with certified projects."

GRADUATION ATTIRE

the environmental impact of their supply chain. We will continue to work with them on these aspects.

J. Wippell source all their materials including polyester, wool, and imitation silk, from the same established vetted UK supply chain they have had for over 30 years. Quality is important to them, and they confirmed that the companies they work with have achieved accreditations such as ISO 9001. The business also undertakes an annual review of their suppliers and are now considering implementing site visits to gather even more information.

On environmental considerations, the organisation



has recently made publicly available their environmental and corporate social responsibility policies. Additionally, they have undertaken a [carbon review of their operations](#) with Low Carbon Devon; this provided an opportunity to look at the entire life cycle of the gowns and materials used and compare a recycled polyester with a standard polyester.

Graduation Attire (Evess) use various weaves of fabric, but all have polyester as the main raw material. The main source of its recycled polyester is used [PET](#) bottles from the Guangdong province in China and their fabric suppliers are also based there.

Historically Graduation Attire has utilised a cascading auditing approach - they encouraged their suppliers to audit lower tiers. In an attempt to simplify the approach and encourage greater transparency, they plan to audit directly in the future, starting with the main fabric suppliers. Timescales to audit lower tier suppliers have yet to be agreed though some information has been requested.

For its environmental performance, Graduation Attire has partnered with an organisation in China, to work towards measuring their carbon footprint utilising some unique software. Once emissions are calculated the supplier will work towards offsetting these.

Regarding the disposal of the gowns, the organisation will first assess whether a garment can be repaired or reworked. If this is not possible, and only as a last resort, they report that the item will be recycled.

Marston Robing uses recycled polyester. Visits to the factory where gowns and hoods are produced has taken place, and working conditions checked however no official report or audits have been provided yet.

Marston advised that all polyester waste is taken by recyclers to companies where it is turned back into grain, filament, then thread and finally fabric. LUPC will continue to work with its members and suppliers across all aspects of responsible procurement activity. Get in touch with [Marisol](#) if you have any questions. ultimately deliver long-lasting benefits both to your students and to the host country's economy and local communities.



RAISING THE 'GREEN BAR' WHEN DESIGNING AND INSTALLING NEW LEARNING ENVIRONMENTS

Steve Cooper, Business Development Manager at Wagstaff explores how learning environments can be redesigned post-pandemic in a sustainable way.

Come September, students are likely to return en masse to lecture halls, libraries, and shared campus spaces. The University environment, however, will not look quite the same as it did pre-COVID.

Universities as well as corporate offices are undergoing a big reshuffle. Desks and seating must be arranged in a way that enables safe social distancing

and limited grouping. Inevitably, this means a change-up in furniture stock.

Many universities across the country will be looking at the task of redesigning workspaces as a headache, but this shake-up holds an opportunity for universities to stand out from the crowd.

This is the chance to not just design a cool new working environment for students, but also to 'get rid of the old'.

When it comes to students,

sustainability matters. At home and in our personal lives, it's getting easier and easier to live in an eco-friendly manner. Even on campus, it's very likely that you can sort your waste into recyclables and non-recyclables.

Dealing with the abundance of surplus built-to-last furniture holds the potential for a lot of 'waste' and we know the 'waste hierarchy' ranks disposal methods from ideal to not so ideal.

Disposing of built-to-last furniture
Upcycling and redistributing furniture are taking off in the corporate space, and it is a perfect fit for academia too.

Learning spaces have been evolving continuously over the past ten years and continue to do so as we emerge from the pandemic. We are seeing a shift away from traditional lecture theatres and teaching rooms to more blended learning driven flexible spaces.

These changes will almost certainly leave some universities with furniture that despite still having plenty of life left in it are not suitable for these new



ways of learning. We have responded to this by developing a [series of initiatives](#) which help our customers to responsibly manage unwanted furniture in a sustainable and cost-effective way.

Although furniture may have reached the end of its life in its current environment, it doesn't have to be the end of the road. By re-using one desk, pedestal and task chair you can save 177 kgs of CO₂. When you consider that an estimated figure of 250,000 units of furniture comes to the end of its life each year, by re-using just 50% you could save 23,000 tonnes of CO₂ from being released into the atmosphere, plus a new owner gets furniture they need at little or no cost.

Sustainability matters to students
Students are actively researching the sustainability policies of universities before they apply. They notice when things are done with consideration of the impact on the

planet - and when they're not.

So, what if you were able demonstrate to your student population a commitment to 0% waste? Seeing the opportunity in handling your 'waste' differently would align with this eco-conscious demographic.

Returning to the 'waste hierarchy' and what many people may not realise is 'recycle' comes behind two other key principles: 'reduce' and 'reuse'.

Although recycling is beneficial and crucial in many cases, it requires energy. Energy to transport recyclable waste to recycling plants, and energy to process it. Even worse, perfectly good, still-usable furniture is sent right to the bottom of the waste hierarchy, broken down for scraps, or dumped on landfill.

With landfill space already reaching capacity and schools and charities around the globe in desperate need of usable goods and furniture, reuse must be the preferred choice when planning how

to dispose of redundant furniture.

Creating a connection between cultures

When you instruct a clearance provider, most will say they are environmentally friendly or recycle all your waste. We have discovered, however, that recycling comes after reuse in waste disposal, so this is where the opportunity lies.

Should you choose to donate your redundant furniture to schools and charities around the world, you will make a real difference to the lives of disadvantaged young people while reducing your environmental impact.

Universities have long facilitated foreign exchanges, charitable work abroad, and sharing knowledge with other parts of the world. Actively donating disused university equipment is something that generates a real feel-good factor between the students and can be used as a tool for stakeholder engagement.

We see the power of partnerships around the world and the substantial impact organisations make when they donate their redundant furniture to others in need. Not only is it better

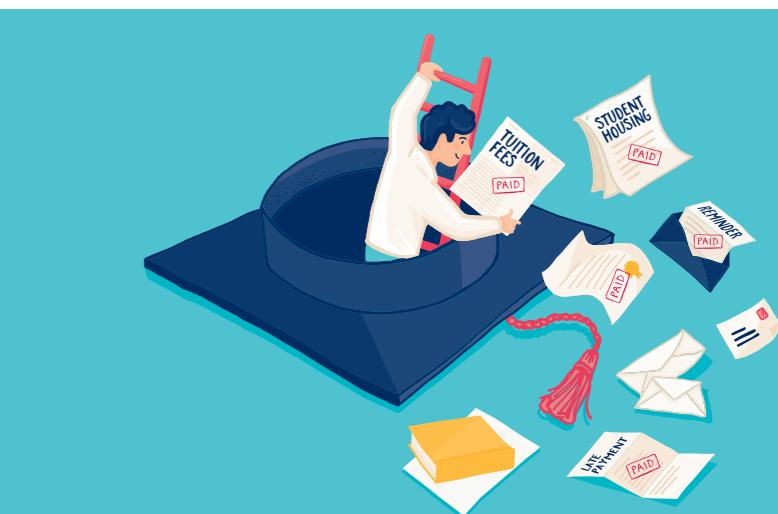
for the environment, but when we see the positive outcomes for those less advantaged, we encourage all businesses and organisations to choose reuse as their de facto approach to disposing of redundant furniture and equipment.

In conclusion, true sustainability is a complex animal, but students are continually raising the green bar and expecting more. We have a duty to challenge the 'throwaway culture' which goes beyond sorting our waste bins and includes the bulky items too. Furniture disposal does not have to be an afterthought and your refit project shouldn't simply be 'out with the old, in with the new'. Universities can get equally as excited about giving their furniture a new life whilst helping others in the global community, as well as enjoying their new working environments.

Wagstaff is a supplier on the [NWUPC Furniture framework agreement](#)

NWUPC Furniture Agreement and the [NEUPC Furniture Supply and Installation framework agreement](#).

So, what if you were able demonstrate to your student population a commitment to 0% waste? Seeing the opportunity in handling your 'waste' differently would align with this eco-conscious demographic.



one stop shop recovery service for universities

Are you maximising your recovery levels by identifying students who can pay tuition fees? We will ensure you don't waste unnecessary costs chasing students who can't pay.

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solicitors

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Steve Cooper
Business Development Manager, Wagstaff

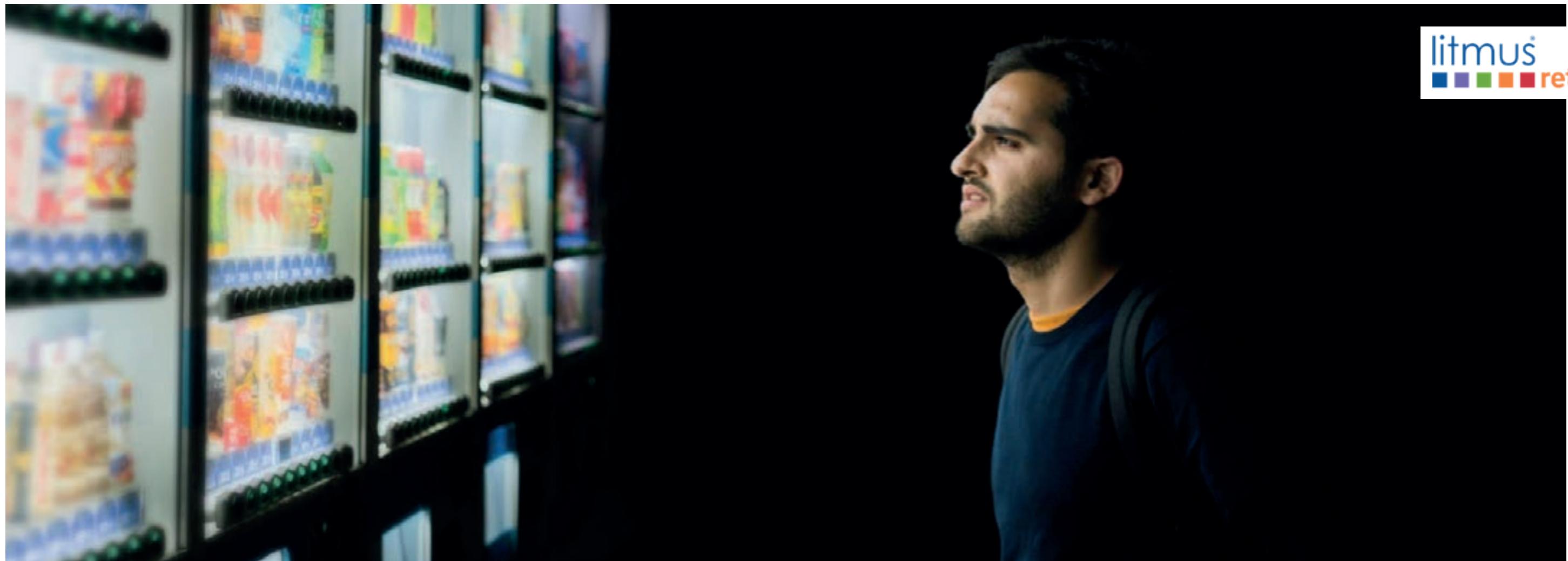
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CAN MICRO-MARKETS ENABLE UNIVERSITIES TO ADAPT THEIR CATERING OFFERING POST PANDEMIC?

Mike Iddon, Partner at Litmus Retail, explores what 'micro-markets' can bring to university and visitor attraction catering outlets post pandemic.

Higher education establishments and other not-for-profit organisations - like so many in other sectors - have been hard hit during the pandemic. Many thousands of students have left campus and studied from home, people have gone out a lot less, avoided visiting attractions and popular local sites, resulting in most catering outlets standing empty and driving little to no revenue.

For many establishments, a huge focus will now be on how operations

can be restructured to provide people with the best possible experience, but also drive much-needed revenue. The common thread among conversations we've been having in recent weeks is 'how can we adapt?'. Adapt and still maintain that great experience in catering outlets. Adapt and still create a thriving on-site community. Adapt and still drive revenue.

When students return to campus and university life starts to resume, the catering outlets will unlikely be what they once were - at least not to start with. Busy dining areas, with large groups sitting together

will be replaced with a rise in grab and go, takeaway style options. Pre-ordering, paying via apps and food delivery direct to halls of residence will be commonplace. In addition, campuses or visitor attractions will be looking at how to streamline operations so there aren't manned catering outlets dotted all over the place resulting in higher staff numbers, food prep being replicated in (potentially) multiple separate kitchens and cleaning teams being required for a longer period of time. With the rise in cashless and mobile payments, and

therefore no need for staff to accept payments, it begs the question; do all catering outlets need to be manned by staff at all? And what are the alternatives?

Which is where micro-markets come in; quite literally mini food and beverage hubs within a campus that offer a creative and space-saving solution. In the past quarter, Litmus has seen a 60% increase in universities enquiring about micro-markets, seeing them as a way to adapt their offering post-Covid and where possible still drive much-needed profit from their on-site foodservice offer.

One of the big appeals of a micro-market concept is how adaptable it is. For example, a micro-market can easily fit inside an existing coffee shop, still provide coffee options but also expand the offering to breakfast, lunch, snacks etc. Or if there is an on-site shop, a micro-market can be installed, with the same or similar products that the shop had but also expand the offering with other food options.

By being able to operate unmanned,

a micro-market eliminates the need for any staff costs and equally isn't restricted to certain operating hours; it can offer 24/7 refreshments. This is particularly appealing for universities who will often find students seeking refreshments late at night.

One of the commonly asked questions is around security. With any unmanned food and drink outlet, how can you be assured that theft is avoided? There are easy-to-implement solutions; often solutions that are already in action in other areas of the setting. For example, micro-markets could be accessible via a secure door which requires a consumer to swipe their entry ticket or for a student to swipe their ID card to be allowed access. That way, there is a digital record of who visited and payment methods can even be integrated onto the ID card, so the experience is seamless.



Mike Iddon
Partner at Litmus Retail

Contact
Tel: 01276 673880

The price point and variety of the food and beverages that micro-markets can offer is also appealing. With micro-markets you won't be offering gourmet five-star meals, but you will be able to easily offer a vast array of chilled and hot pre-prepared food - vegan, vegetarian, gluten-free, meat options - that is quick and easy to purchase, and affordable for all.

This past year, if anything, has shown how resilient the sector is. How, with being faced with unprecedented challenges and countless obstacles, we're all emerging on the other side. And it's this resilience that will carry us through the next 12 months, as we adapt, review and start to rebuild once again.

Litmus Retail is a supplier on the [national Catering Consultancy framework agreement](#).

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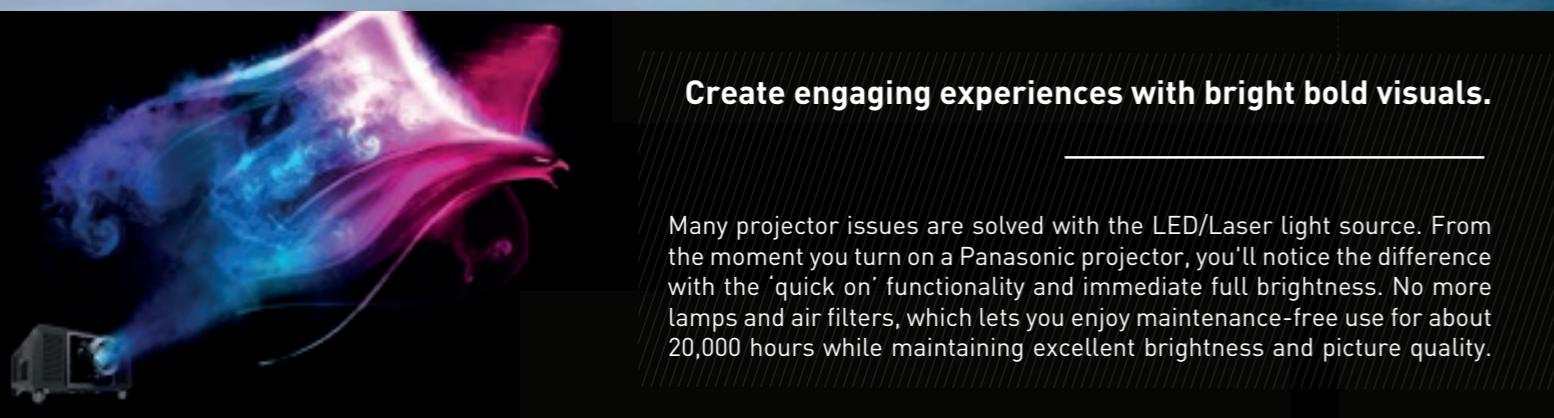
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Feature



REFLECTIONS ON A VERY DIFFERENT LUPC & SUPC CONFERENCE

Suzanne Picken, Head of membership, marketing and communications, LUPC

L UPC and SUPC members, along with exhibiting framework suppliers, attended the first ever fully virtual LUPC conference and exhibition on 20 May 2021. Taking place online due to Government restrictions, and using the Whova conference platform, it is true to say it was very different to those held previously at County Hall on London's South Bank. We were pleased that the virtual solution enabled members and suppliers to join together for the first time in over a year. The day covered live webinars on thought-provoking subjects, on-demand content, and networking opportunities

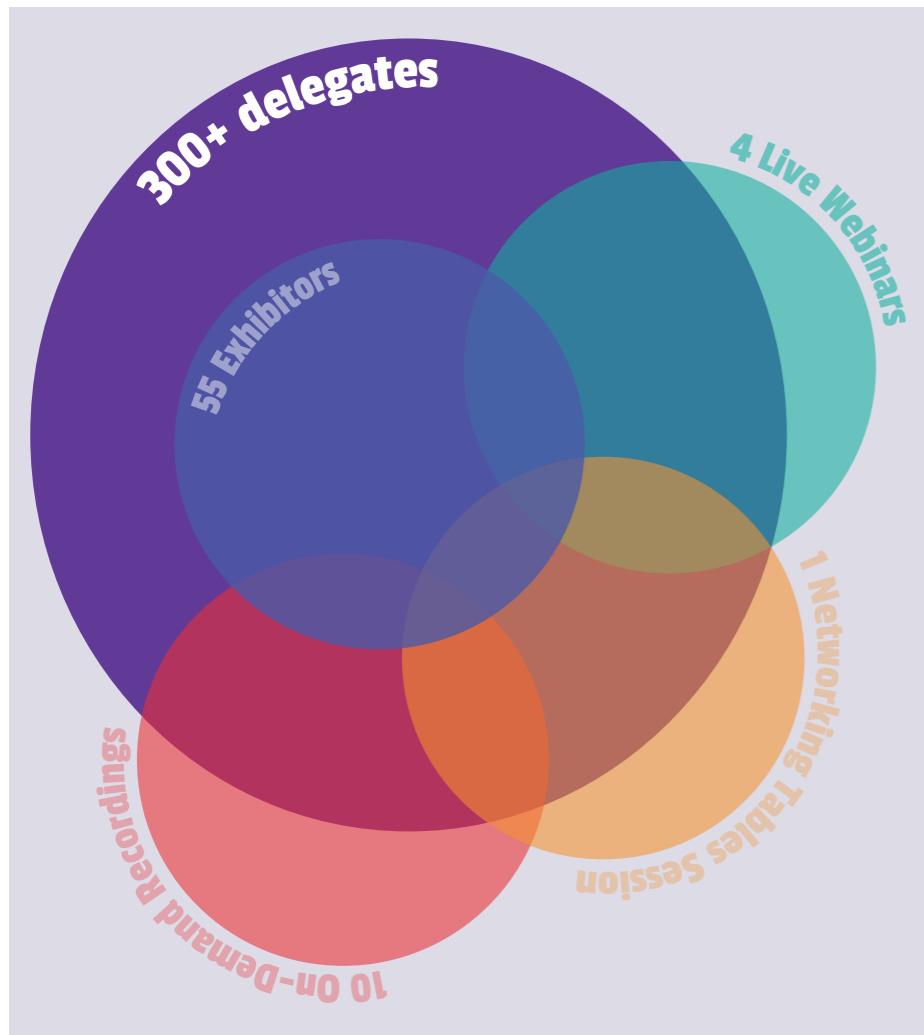
with peers and exhibitors. Although the format was new, we were delighted to be able to still provide an excellent day which fully met our members and suppliers needs.



I thought it was an excellent example of first-class organisation, innovation and taking risks which justly paid off. Well done."

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None of our conferences would be possible without our exhibiting suppliers and sponsors, and we thank all those who participated for their support. For us and many of our suppliers, a fully virtual event was a new experience; instructions and guidance were key running up to, and throughout the event. Each exhibitor had a virtual stand which they were free to populate with marketing literature, a company video, and photos. Hosted on the day by supplier staff, members could interact using a chat



function or via a video call, some also held live-streamed talks direct from their booth.

Four webinar sessions took place throughout the day covering pertinent issues for those leading or working in procurement teams across our joint membership. Each webinar provided practical takeaway points for delegates to consider, and food-for-thought to aid further discussion on challenges and opportunities they face ahead.

In the first of our live webinars, How to thrive in the Changing World of Procurement, we were joined by procurement experts from four of our member universities. They shared their thoughts on how we need to plan and respond to the changing landscape, and the key skills that would ensure success. James Rockliffe, Director of Procurement at London Southbank University, Jasbinder Sandhu, Head of Procurement at the University of the Arts London, Jo Sibbald, Director of

Procurement at the University of Oxford, and Rob Logan, Director of Procurement at the University of Bristol discussed their views on a number of topics.

We covered the Green paper: Transforming Public Procurement and the pros and cons of the suggested reforms, the biggest challenges to different types of public sector organisations and how our teams can be best placed to progress and demonstrate excellence. Some excellent questions were asked by delegates and you can read the Q&A [here](#).

Helen Wain, Group Head of Procurement at the University of Cambridge and Mike Smith, Procurement Manager at Aberystwyth University delivered our second session on Procurement Transformation.

It covered the procurement activity underway to enhance the impact of procurement on their institutions and stakeholders. Key learning points included;

- Secure key & influential sponsors from the start
- Stakeholder engagement is essential
- Have a good team behind you
- Identify common ground with change programmes in other functions
- Use organisational levers
- Focus on procurement being a service provider
- You can never overcommunicate
- Simple consistent messaging & language everyone understands is vital
- Be prepared to change direction

Our engaged audience again raised some good questions which are covered in this Q&A document.

In our session on Measuring Social Value, Nathan Goode from Social Value Portal and Bahar Shahin from Queen Mary University of London shared their knowledge. We learnt about the sector national working party focussing on a set of defined Themes, Outcomes and Measures (TOMS) which can be used by members to evaluate and measure social value in their procurement activity.

The key messages from this webinar were:

- The Social Value Portal measures and reports social value in terms of environmental, social and economic contributions
- The National Social Value Taskforce has developed a national measurement solution called the National TOMS (Themes, Outcomes and Measures) which can be used for the HE sector. The measures come under three different headings: Jobs and skills development; Responsible Growth and Environment.
- Public Procurement Note (PPN) 06/20 sets out how to take account of social value in the award of central government contracts by using the Social Value Model

For Queen Mary University of London, the Social Value Model provides the following:

- A standardised way of embedding Social Value across the sector
- A method of capturing social value in a

- quantifiable way
- A clear way of calculating social value through tender evaluation and contract management
- An effective way to use the measures to demonstrate social value added within your institution through procurement as a tangible measure in GBP which actually makes a difference
- A forum to share experience and learning to network and see what works well and what needs improving.

The final session of the day covered the important subject, Mental Health: Supporting Ourselves and Our Communities. It featured a panel of expert speakers; Nicola Cordell, Managing Director at Cordell Health, Kim Frost, University Trustee and Human Resources Consultant at KF HR Services Ltd, and Laura Smythson, Head of Wellbeing and Welfare at The University of Surrey.

The aim of this webinar was to explore how we can support our own mental health and be supportive of those around us as we consider a return to our places of work and learning. It featured insight from experts already doing this and from those developing support service strategies, within universities and other organisations. One of the greatest lessons to be learned was the importance of being aware of our own warning flags and having open and honest conversations with those around us.

In addition to our live webinars, attendees were able to (and still can) view ten short on-demand recordings on category-focussed areas and how to get the most from framework agreements and your LUPC/SUPC membership. You can find access details for these at the end of this article.

A fun activity, aimed at replicating

“It was a valuable and useful day. We could tell that you'd work really hard to put a constructive programme together – and the conference platform worked very well. Overall – a fantastic achievement”

LUPC/SUPC MEMBER

those conversations typically had in the coffee line at conferences, was the 30-minute networking tables session. Delegates who had chosen to participate were randomly selected and placed in virtual rooms, each then had the chance to meet someone new and chat via two 15-minute video calls. Many who

participated found this a great way of interacting with others.

The feedback survey showed that the LUPC & SUPC virtual conference and exhibition was a success. We very much hope, however, that next year will bring a return to normality and we will be able to welcome you in person.



Conference Resources: Presentation Slides and Recordings

Missed any of the webinars or want to watch any of them again? For those of you who registered for the conference, you can access recordings via the agenda page of the Whova Conference Platform until 19 November 2021. LUPC and SUPC members who did not register can contact Suzanne Picken for the link to the

recorded webinars.

You can access on-demand recordings for the category, framework and membership sessions via the LUPC SUPC YouTube channel [here](#).

All webinar and on-demand presentation slides can be found on the LUPC website [here](#).

Technology & Support for Higher Education

COVID-19 has reshaped the Higher Education landscape as we know it, with many universities in the midst of reshaping the way they deliver teaching and learning for the foreseeable future.

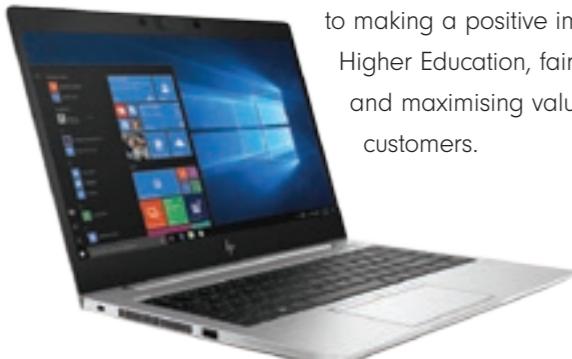


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Feature

PUBLIC PROCUREMENT ROUND-UP

With the UK's public procurement regime set for wide-ranging reform, we provide a summary of the key information for your attention.

Procurement Bill and Survey

A new Procurement Bill, expected to be introduced from September 2021, follows a consultation on the Green Paper Transforming Public Procurement. The Cabinet Office is currently analysing the responses to this consultation and preparing legislation. The main elements of the Bill are found in this [briefing paper](#) (from page 74) and will consolidate the current 350 procurement regulations spread over different regimes into "a single uniform regime".

As the Procurement Bill progresses, the Cabinet Office is planning an associated learning and development programme to support the implementation of the new arrangements. To help shape this, the Cabinet Office is seeking input via a [short survey](#). Please do take the opportunity to give your views and share the survey link

within your own communities. Please direct any questions to procurement-reform@cabinetoffice.gov.uk.

Procurement Policy Notes (PPNs)

In recent months, the Cabinet Office has published a raft of Procurement Policy Notes (PPNs) that impact LUPC members. PPNs provide guidance on best practice for public sector procurement and details of all policy notes are available [here](#).

We aim to inform you as soon as we are aware of any new PPNs. As a reminder, below is an overview of recent ones published.

PPN 07/21: Update to legal and policy requirements to publish procurement information on Contracts Finder

Provides guidance to remind public bodies of the requirements of the Public

Contracts Regulations 2015 to publish information about opportunities and awards over certain low value thresholds on [Contracts Finder](#).

Procurement Policy Note 06/21: Taking account of Carbon Reduction Plans in the procurement of major government contracts

Sets out how buyers should take account of Carbon Reduction Plans in the procurement of major central government contracts. This PPN does not apply to universities but is interesting in its approach and insight into potential future direction of travel.

Procurement Policy Note 05/21: National Procurement Policy Statement (NPPS)

Sets out information and guidance for contracting authorities on the strategic





priorities for public procurement.

The majority of LUPC's members are classed as contracting authorities so this PPN is of particular relevance. The key points of the NPPS are provided below.

The following national priority outcomes, with an emphasis on social value, should be considered alongside local ones in procurement activities:

- creating new businesses, new jobs and new skills
- tackling climate change and reducing waste
- improving supplier diversity, innovation and resilience

Preparation is required now, considering whether your organisation has the right policies and processes in place in relation to your procurement portfolio in order to meet the stages outlined in the PPN. In addition, there is a focus on ensuring procurement skills and resources are delivering value for money.

Procurement Policy Note 04/21: Applying Exclusions in Public Procurement, Managing Conflicts of Interest and Whistleblowing

Outlines a framework to be adopted by in-scope organisations to "prevent, identify, record and remedy conflicts of interest".

Procurement Policy Note 03/21: The Sourcing and Consultancy Playbooks

Sets out guidance on the updated Sourcing Playbook, the new Consultancy Playbook.

Procurement Policy Note 02/21: The WTO GPA and the UK-EU TCA

Informs contracting authorities of requirements in relation to contracts arising from the UK's membership of the WTO Government Procurement Agreement (GPA) and actions required to apply the public procurement

rules in the UK-EU Trade and Co-operation Agreement (TCA).

Procurement Policy Note 06/20: Taking account of social value in the award of central government contract

Covers the promotion and assessment of social value via public procurement and includes model criteria and questions, themes and reporting metrics, which you might find helpful to incorporate.

If you have any questions on Public Procurement changes, please contact [Emma Keenan](#).

New Sourcing and Consultancy Playbooks

The Government launched new [Sourcing and Consultancy Playbooks](#) which provide guidance for making sourcing decisions for the delivery of public services, including specific guidance on sourcing consultancy services.

The [Sourcing playbook](#) (rebrand of previous Outsourcing Playbook) focuses on choosing the best model for delivering public services. The [Consultancy playbook](#) will help public bodies understand when consultants can add value and enable them to achieve more favourable outcomes when using them.

Commodity Updates

Commodity Updates

This section will give you an update on any new agreements in place, or news on existing agreements. Please note this is not the full list of available agreements, just those where there is some news to report. For the full list of agreements and for further information on any of the agreements listed here, please visit the HE Contracts (HEC) [site](#)

AR
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Senior Category Manager
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JK
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Tel: 020 7307 2763
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JG
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Senior Category Manager
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M: 07546 050410
Email: j.gooch@lupc.ac.uk

MK
Mike Kilner
Senior Category Manager
Tel: 020 7307 2768
M: 07932 347182
Email: m.kilner@lupc.ac.uk

Other useful contacts:
Jisc
JISC
<http://www.jisc.ac.uk>

TUCO

TUCO
<http://www.tuco.org/>

TEC
TEC
<http://www.tec.ac.uk/>

The agreement is now scheduled to go live mid-October. As there is not scope to extend the existing agreements and they all have slightly varying end dates, there will be a small gap between current agreements expiring and the new agreement starting as follows:

- Cleaning services - two-month gap
- Estates maintenance and minor work - one-month gap
- Security services - one-month gap

Mail Services - National-PMR 2004 NE - National **JG**

The new agreement is now in place. The agreement is divided into two lots:

Lot-1--UK Domestic Business Mail
Lot-2--International Mail

Potential Additional Services that may be provided are:
Hybrid Mail and Pre-paid Envelopes

Washroom Services JAN3074 NW - National **JG**

NWUPC has awarded this agreement which went live on 1/5/2021. een interviewed for this purpose.

Water Quality Management Services- National **JG**

APUC has finalised the tender evaluation and the award report has been produced and circulated.

The agreement start date is scheduled for 6/8/2021.

White Goods - National **JG**

NWUPC has awarded the White Goods and Associated Electrical Appliances agreement which went live on 1/6/2021.

This agreement is for the provision of the following goods/services:

Audio Visual

Audio Visual Supplies, System Design, **MK Installation and Maintenance – National**

NEUPC have been collecting feedback on the appetite for an AV Consultancy in recent months. Progress has been delayed due to there being very modest interest from members since the beginning of the year. The pandemic has rapidly brought new ways of teaching to the fore, with a re-evaluation of teaching spaces which may impact on the need for consultancy. This may become more pressing for some institutions and less so for others. Further LUPC member feedback is welcome.

Estates & FM

Cleaning Services/Estates Maintenance and Minor Works/ Security Services – Regional **JG**

The new agreement to combine cleaning, security and estates maintenance and minor works is out to tender under the restricted procedure. The closing date for expressions of interest was 16/6/2021.

The new agreement is made up of seven lots as follows:

- Lot 1a - Maintenance & Minor works one stop shop
- Lot 1b - M&E planned & reactive maintenance
- Lot 1c - M&E minor works
- Lot 1d - Minor works (up to £500k)
- Lot 2 - Security Services (Guarding and Reception)
- Lot 3 - Cleaning Services
- Lot 4 - Bundled FM Services

The intention is to arrive at a shortlist of eight suppliers per lot with the aim to award each lot to a panel of five providers.

Commodity Updates

Ovens, Fridges, Fridge-freezers, Freezers, Washing Machines, Washer/Dryers, Tumble Dryers, Dishwashers, Kettles, Toasters, Microwaves, Microwave & Grill, Steam Irons, Heaters, Sandwich Toasters and Rice Cookers and other large and small electrical appliances.

The scope also includes televisions, spare parts, and services such as installation though it was not a mandatory requirement of the agreement that suppliers were able to provide these additional services.

TUCO Catering Innovation and Concept Solutions (CICS) - CAT11053-TU MK

This new DPS agreement replaces the IFDC agreement which has now expired.

It covers the supply of food & drink concepts and innovation and any equipment/technology (to support the supply of food and drink) - via 11 Lots.

ICT and Telecoms

Computing- Data Centre Management Equipment and Infrastructure- National MK

Supplier reviews are scheduled to take place in late July.

Computing- Desktop and Notebook Agreement - National ('NDNA') MK

The next set of NDNA review meetings have been arranged for 21-24 September with the agenda and timings issued to the attending OEMs. Planning around the next tender will commence in the coming weeks and include an on-line user survey to members. All contract MI up to and including Q3 2020/1 to April 2021 has been uploaded to HEC.

Price-related discussions with Dell and Lenovo have concluded and a communication was issued in late June, which has also been populated to HEC.

Supply chain impact meetings were held with Dell, Lenovo, Acer, Dynabook and HP further to the ongoing component constraints across the industry, which was presented during the LUPC & SUPC conference on May 20 re: 'Chipageddon'.

Computing - ITRAP (IT Related Accessories and Parts) - National MK

Agreement spend has reduced by over 40% since 2018/19. Suppliers reported relatively high demand at the start of the Covid-19 lockdown in 2020, however, following the initial rush of requirements to support working from home requirements, business has slowed down considerably.

Computing - National Education Printer Agreement 'NEPA' (Provision of Print Equipment and Managed Print Services) - National MK

Framework supplier Banner UK has created a virtual tour of their Epson showroom, which includes datasheets and several videos showing product and sustainability savings. This can be accessed [here](#)

Computing - Networking Supplies and Services - National MK

A strategy for the new agreement will be prepared and a tender working party request issued to the Consortia. The most recent contract reviews were held week commencing 28 June, which will assist in forming the strategy.

Computing PCs with Apple Operating Systems - National MK

The supply of iPads has been in constraint over the last 2-3 months, which is expected to continue.

Agreement reseller Academia hosted a well-attended joint LUPC/SUPC webinar on Tuesday 11 May in partnership with device management specialists Jamf. Suggested topics for future seminars are most welcome.

Computing - Server, Storage and Solutions National Agreement ("SSSNA") MK

Several document review meetings have taken place, the last being on 2 July. Clyde & Co are currently updating the Terms and Conditions on behalf of SUPC. The tender is expected to be released to the market later in July and awarded in late 2021.

eProcurement System AR

Mercell (formerly trading as EU Supply) has carried out various marketing initiatives this quarter, including webinars and presentations at the LUPC & SUPC joint conference in May, and the NEUPC & NWUPC joint conference in June. Also, the testimonial interviews conducted in Q2 have been published in Linked magazine and on Mercell's website. In addition, Mercell has been running individual system demos with several interested institutions.

Jisc Network Equipment Framework MK

Service reviews covering the Feb 21 - Apr 21 quarter were held in May with each of the 28 suppliers, covering the usual areas of performance, reporting/invoicing, framework usage updates.

A total of 128 different organisations have made purchases via the framework to date. The next scheduled service reviews are due to take place in August to cover the May - Jul 21 quarter.

Jisc Simulated Phishing Service and Associated Training Framework MK

Service reviews covering the Apr 21 - Sep 21 period will be held with suppliers during October.

Jisc SMS Framework MK

The Jisc SMS framework continues to be well used.

Jisc Telecommunications Framework MK

A total of 41 different customers have placed orders since the start of the framework.

Jisc Vulnerability Assessment Services (VAS) Framework MK

There have been 18 orders so far on the framework.

Service reviews covering the Nov 20 - Apr 21 period were held in May

Jisc Web Filtering & Monitoring Framework MK

There have been two confirmed orders so far on the framework with a total spend of just above £4k.

Service reviews covering the Sep 20 - Feb 21 period were held with suppliers during March.

Telecommunications inc. landline and mobile - National. Led by Crown Commercial Service (CCS) RM3808 Network Services 2 MK

CCS uploaded an on-demand customer webinar in June, which provides an overview of Network Services 2. This can be accessed here following registration.

Computing - General Matters not covered elsewhere

The National ICT Group continues to convene every four weeks with the last meeting held 25 June. The next meeting has been arranged for 28 July.

ITS1040AP Virtual Learning Environment (VLE) and Associated Services Lot 2 (Moodle) has completed the standstill period. The initial launch event will be held back to late July earliest with the Supplier-day likely to be in September.

Jisc is tendering for a large-scale managed firewall service, which will be available to the whole sector. The expected live date is late 2021.

The IT Equipment Re-Use Recycling and Disposal Agreement remains at the documentation review stage and is awaiting sign-off. The go-live date is planned for 1 October.

Similarity Detection Software is expected to go out to the market shortly.

The Jisc-led Global Education Access Framework, which commenced 4 September 2020, has had 16 orders from 16 different institutions to date.

LUPC has written to Apple (UK) as one of several Electronics Watch affiliates supporting fellow affiliate Adda (Sweden) in their supplier engagement. Of specific interest is the goal to ensure suppliers disclose the methods they use to investigate and mitigate risk of forced labour of Uyghur people in ICT supply chains in China.

Laboratories and STEMed

Gases (IUPC) - National AR

The lab gases framework ITT (LAB4041 SU) for the retender of the above was published on 23 April and the response deadline has been extended to 10 August, immediately followed by the evaluation stage. The framework award date will remain as planned, for 1 November 2021.

High Value Laboratory Equipment (HVLE) AR

The HVLE Framework is being extended by 12 months into its third year and is now ending on 31/07/2023. Q3 saw the biggest quarterly spend since this framework was launched.

Laboratory - Life Sciences - Antibodies and Sera AR

This framework has been successfully retendered and was awarded on schedule on the 1 July 2021. It will run for three years with up to 12 months' additional extension. A total of 27 bids were successful across the framework's two lots (Lot 1: Antibodies; Lot 2: Sera), with six suppliers awarded a place on both lots.

Most successful suppliers were incumbents and two are new to the framework. Seven incumbents from the previous framework declined to bid.

The previous framework term was 01/07/2017 - 30/07/2021.

Laboratory Equipment (General) and Associated Post Installation Services - National AR

Standstill successfully ended at midnight on 7 June 2021 and the framework went live on 15 June 2021. This was communicated to all other UKUPC STEMed category managers, and to LUPC members via email and our monthly eBulletin. Further marketing and onboarding work is being carried out.

HEC and Hunter were also updated without delay to reflect the new framework and all 17 finalised Framework Agreements have been received, filed and uploaded to HEC.

Other Laboratory - Updates

LAB1014 AP, Liquid Handling Robotics – Uptake has been lower than hoped and when the framework expires in August, it will not be retendered. The scope of this agreement is now covered by Lot 12 of Laboratory Equipment (General) LAB5061 LU.

LAB1015AP, Microscopes and Imaging Equipment – This agreement was extended for 1 year at the end of May 2021. The re-tender process will start shortly. Prospective TWP members, particularly technical experts are now being sought.

LAB1021 AP, Laboratory Equipment for Scotland: One stop shop – This Agreement comes to an end in July this year. At that point, APUC will promote an LUPC agreement (LAB 5061 LU) which incorporates a one-stop-shot lot.

LAB1023 AP 3d Printers, 3d Scanners and associated equipment – APUC will be retendering this framework as a DPS with the intention of going live in late January 2022.

LAB2009 NE, Life Sciences Reagents, Kits & Consumables – The suppliers have advised that some shortages have been reported for cell culture, and specific products related to COVID, resulting in longer lead times for some products.

MAI3130 NW, Electronic Components – The framework owner has met with the dominant suppliers on general issues around the communication of supply constraints to members, to explore proactive ways to advise members of potential lead time delays.

Commodity Updates

This is due to COVID related disruption (smaller teams, homeworking) in the manufacturing and freight sectors.

NWUPC Lab Event 21 July 2021 – NWUPC held a day of online webinars open to all consortia members. The opening session introduced all relevant UKUPC agreements LUPC will be introduced LAB 5061 LU Lab Equipment (General) and Associated Services at the event.

Joint LUPC / SUPC Conference 20 May 2021 – The SUPC and LUPC STEMed category managers prepared a recorded presentation on the sector, entitled "In the Eye of the Storm" which focussed on COVID and Brexit impacts of the sector, as well as general sector updates and framework information.

Library

Books, E-Books, Standing Orders and Related Material **RD**

- Inter-regional Agreement (SUPC-led)

This framework has been extended to 31/01/2022 under exceptional circumstances. The ITT has been issued as "LIB4044 SU - Books, e-books, e-textbooks, and associated services" and can be found on EU Supply. With seven lots, suppliers are invited to bid with a closing date of 11/08/2021 17:00.

Proquest have been acquired by Clarivate. Currently there is no known impact to the framework, members, or any intention to change the company name. This situation is being monitored.

Office Supplies & equipment

Office Supplies – National **JK**

Supplier review meetings were arranged in June for Lot-1

Banner—Lot-1—Office Supplies. Banner is working towards the elimination of small orders, still a problem throughout their customer base.

Office Depot-Lot-1—Office Supplies-- Office Team Group has acquired assets from Office Depot. There will be no change in the services provided by Office Depot. Members will be contacted directly by Office Team confirming the detail.

Spend on the expired LUPC Office Supplies agreement has decreased in the past quarter.

Lyreco—Lot—1—Office Supplies—Lyreco has appointed a new Head of Customer Service and a new CSR director from July. The purchased of 19 electric vans will assist Lyreco in their goal to achieve 0% carbon emissions by 2028.

Professional Services

Ceremonial Gown and Photography Services – National **JK**

The LUPC Ceremonial Gown and Photography Services Framework Agreement is due to expire on 18 March 2022. The re-tender process will start soon for this Framework.

If any member institution would like to join the Tender Working Party, please email: J.Kadri@lupc.ac.uk

Debt Recovery Services- National **RD**

This framework agreement will be extended into its fourth year.

Executive and Senior Strategic Search and Recruitment Services **RD**

APUC (Anne Martin) is reletting this agreement, any members interested in joining the tender working party should contact Roy Dennis.

Franking Machines – PMR1003 AP **RD**

The APUC Franking Machines Framework Agreement is due to expire on 30 October 2021. Work is currently ongoing to re-tender this Framework. APUC is looking for Tender Working Party (TWP) members which involves reviewing/approving the strategy and ITT documentation, and taking part in the evaluation. If any member institution would like to join the TWP please email J.Kadri@lupc.ac.uk

Global Workforce Mobility Support Services – National (NWUPC Led) **RD**

NWUPC has implemented a new framework agreement. Renamed "Global Workforce Mobility Services" it provides four lots to our members:

1. Immigration Services
2. Overseas Taxation, Accountancy and Payroll Services
3. Employee Relocation Support Services
4. Global Workforce Management Services

Launch event webinars are taking place throughout July orchestrated by NWUPC and free for members to attend.

Further information on the current agreement is available [here](#).

Legal Services – National **RD**

The new framework agreement, which focuses on three specialisms and a one-stop-shop, is now available to members.

Lot 1 - Commercial Services

Lot 2 - Dispute resolution (Including Student Matters)

Lot 3 - Human Resources (Including employment dispute resolution)

Lot 4 - One-stop Shop –Successful suppliers to lot 4 could not be awarded to any other lot.

The framework provides access to seventeen suppliers:

Addleshaw Goddard LLP

Berrymans Lace Mawer LLP

Bevan Brittan LLP

Brodies LLP

Browne Jacobson LLP

Capital Law Limited

Clyde & Co LLP

DAC Beachcroft LLP

Eversheds LLP

Michelmores LLP

Mills & Reeve LLP

Muckle LLP

PinSENT Masons LLP

Shakespeare Martineau LLP

Veale Wasbrough Vizards

Weightmans LLP

Womble Bond Dickinson (UK) LLP

Launch information and events are now being planned for members.

Further information on the agreement can be found [here](#).

Travel

Supply of Taxi Services including Hybrid and Executive Cars—Regional **JK**

The agreement will be extended for a further year. This will be communicated to suppliers in due course

Utilities

TEC published its summer newsletter on 7 July providing useful information on energy usage in the pandemic, an update on their Water framework and info on smart meters.

The latest news on all TEC agreements can be found at <http://www.tec.ac.uk/news>

Other Activities

Publications

E-bulletins are issued monthly around the 15th of each month.

Linked magazine is published quarterly at the end of every January, April, July and October.

Upcoming Events

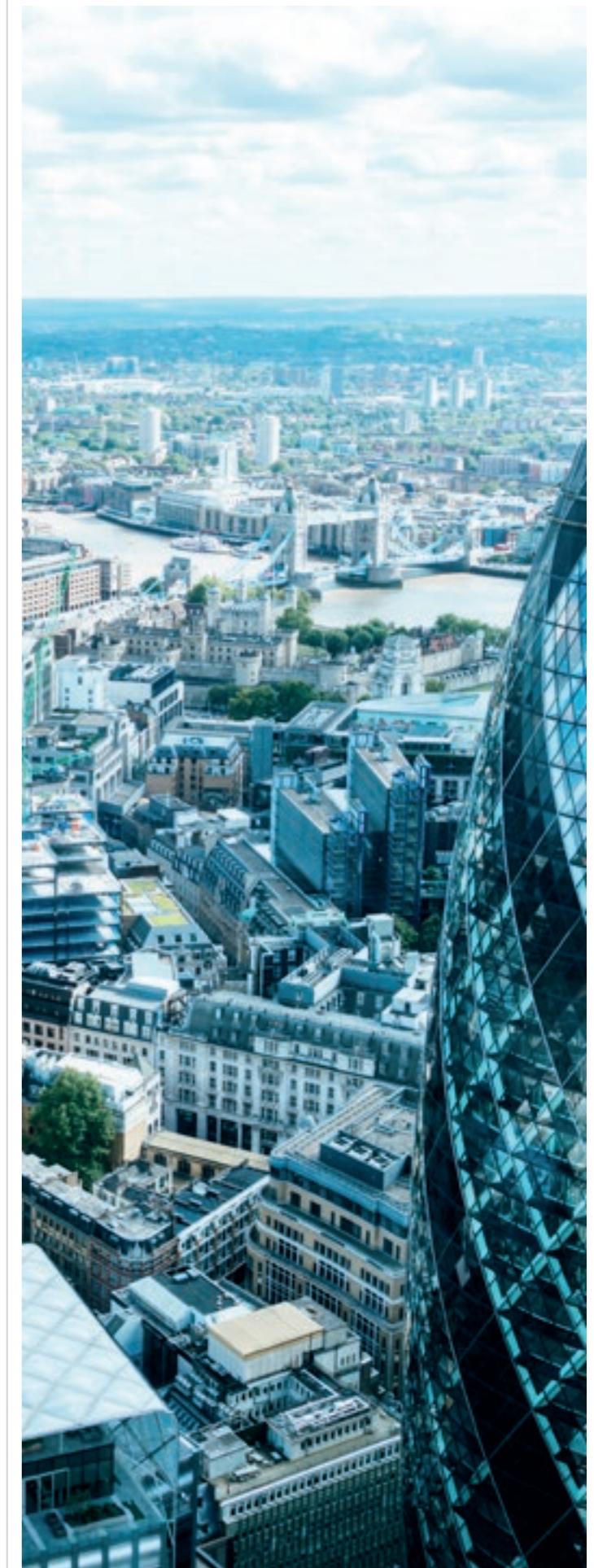
- Monthly Heads of Procurement Meeting – last Friday of the month; 30 July, 26 Aug (tbc), 30 Sept
- LUPC & SUPC Responsible Procurement meeting - 7 September
- UKUPC Cyber Security Webinar – 14 September
- Quarterly Operational Procurement Network Meeting – 7 October

For further information and to register, please see the events page on our website

Website

LUPC is currently developing a new website which is scheduled to be in place in Autumn 2021. The new website will have a modern, fresh feel, be easy to navigate, and provide a member-only section to enhance user experience.

Full details of all agreements (Correct at 2 July 2021) are available at lupc.ac.uk



Are you ready for the changes in procurement?

THE CURRENT 7 PROCUREMENT PROCEDURES REDUCE TO ONLY 3

The Mercell CTM platform already allows our customers to create bespoke procurement procedures to match their needs.

Let us help you stay compliant!



CHANGE ON THE HORIZON

The new **Competitive Flexible Procedure** will give "greater flexibility for commercial teams to design their procedure to fit their procurement and will encourage innovation".

A new **Procurement Bill** is to be introduced in the next session of UK Parliament. The Queen, in her speech (on 11th May 2021) outlining the government legislative agenda, said the law would simplify procurement in the public sector.

A consultation on the green paper on procurement reform closed in March and the government is still analysing responses, but the bill is expected to be introduced "**from September 2021**".

This means that buyer users need an eProcurement platform that allows them to **create bespoke procurement procedures to match their needs**.

Get in touch



Book a call



Learn more



Stay tuned

With further requirements proposed including publishing Contract Amendment Notices and with the new **Competitive Flexible Procedure** (which will largely replace your frequent common procurement routes), the aim is to give greater flexibility for commercial teams to design their procedure to fit their procurement and will encourage innovation and allow them to engage with the market more effectively and proactively.

The Mercell CTM system already allows bespoke procurement processes so **we can set up the new procedures right now!**

HASSLE-FREE

CTM is an easy-to-use eSourcing platform which helps you run all procurement workflows using clear "to-do" checklists. CTM allows you to set up tenders quickly and publish notices to Contracts Finder and FTS directly from your checklist.

Sourcing with ease:

- Access over 80K suppliers
- Easy to use
- Predefined process templates
- Live in 2 weeks

Mercell UK is the eProcurement System supplier on the LUPC Framework Agreement ITS5058 LU.

"We choose CTM as the best combination of user experience,

functionality and price on the market.

Looking at each aspect individually, we noted that there are competitive products on the market, but not all tied up in a single package." - LUPC Member

Interview



Let's talk....

Jasbinder Sandhu, Head of Procurement at the University of the Arts, London (UAL), chats with us about her career in procurement to date.

How long have you worked at your organisation? I joined UAL in December 2019

How did you get into procurement?

Buying in one of my first jobs led me to a procurement and logistics role in the International Division of the British Red Cross. Working there was close to my heart because I felt that my contribution made a difference to people's lives.

What do you most enjoy about your job?

I love the dynamic and fast pace of UAL, it's ever changing and allows for creativity and innovation in the work that I do. There are a lot of opportunities for improvements and development which is refreshing.

I also relish the interesting and unique projects that we have the opportunity to support. For example, we have a new build project in Stratford and we have been delivering on virtual Graduate Showcases; I'm learning all the time.

I have a really good team around me, a supportive line manager and I like working with them, that all helps!

What's the worst thing that happened in your career and how did you overcome it? Due to personal circumstances, I had to relocate, close my business and start my career again after a break from Procurement. I re-invented myself and found a job as a Procurement Manager at a greenfield site and studied for my MCIPS in my spare time.

If you weren't in procurement, what would you be doing? I would have my own business designing clothes and shoes, refurbishing homes and practising my calligraphy/art with some creative writing.

What's the most interesting item or service you've had to buy? Chartering planes while I was at the Red Cross, calculating payloads to maximise cargo holds and filling the plane with emergency kit.

In your view, what value can working with the Procurement team bring to other areas in Estates, IT etc. The Procurement team can inject value for money into both categories and secure

strong contracts for ongoing contract management. We have the opportunity to add other benefits i.e. social value into the process allowing our organisations to make significant achievements.

What advice would you give to people new to the sector? The HE sector is quite niche, procurement people within the sector are so collaborative; get as much support from your peers as you can, it can really short circuit your learning curve.

What do you think have been the main benefits of joining LUPC? The collaboration, guidance and training are so key. We use the opportunities for training by extending invitations to key teams outside of procurement across UAL. Also, the exchange of information with my peers is invaluable.

What are the key challenges ahead for your institution, especially as a result of the COVID pandemic? The changing face of the HE sector is a challenge, the impacts on student numbers and where they are coming from, with conversations in the background about reducing student fees. The speed at which we develop our virtual offering whilst we remain a design institution with very practical outcomes, showcasing our students and their work is challenging.

What achievement are you most proud of (and why)? I am really proud of the fact that as a procurement team we have saved UAL £2m in one financial year, during COVID, despite the challenges whilst working from home. We have made improvements, kept up our spirits, introduced new members to the team, maintained our wellbeing and brought our stakeholders along with us for the journey.

What would be your favourite book and luxury on a desert island? My book would be about meditation and yoga, I would have time to develop the practices in the hot sun! My luxury would be an old-fashioned record player with a radio and lots of vinyl. **Thank you, Jasbinder!**

PROCUREMENT 101- LUPC'S FRAMEWORK AGREEMENT TENDERING PROCESS

Suzanne Picken, Head of Membership, Marketing and Communications at LUPC outlines LUPC's framework agreement tendering process.

All of LUPC's framework agreements go through a rigorous tendering process, typically taking between six and nine months, and carried out in compliance with the Public Contracts Regulations 2015 and The Public Procurement (Amendment etc.)(EU Exit) Regulations 2020. Members are always welcome to participate and can see details of tenders in progress [here](#).

STAGE ONE: RESEARCH

Establish a tender working party (TWP)

Comprised of individuals from member organisations of LUPC (and other consortia where the framework is a national one). The TWP will provide input and be involved in all stages of the tender to ensure member needs are met, with the Senior Category Manager responsible for managing the end-to-end process and timescales.

Review current (incumbent) framework agreement

Where a tender is replacing an incumbent agreement, a review of this agreement is carried out to ensure lessons are learned so the new tender can be adapted accordingly.

Carry out market research/pre-tender market engagement

New and current suppliers, product and market developments, and revisions to regulations and legislation are reviewed to ensure thorough knowledge of the market. Sometimes, a Prior Information Notice (PIN) may be issued, including a questionnaire for suppliers to complete, and providing details of open supplier meetings to obtain feedback/input from the market.

Assess Sustainability considerations

Environmental, Social and Economic - This ensures the procurement and the resulting agreement is as sustainable as possible.

Complete the Sourcing Strategy for the framework agreement – this typically covers some or all of the below:

- Tender Working Party (TWP) Role & Input
- Business Need and Functional Requirements
- Scope of the framework
- Expenditure Analysis
- Main Suppliers in the Market
- Risk Analysis (SWOT/PESTLE/ Porter's Five Forces Analysis)
- Framework Outline
- Strategic Tendering Options
- Standard Selection Questionnaire (SQ) and ITT Considerations and Evaluation Criteria
- Responsible Procurement
- Timescales

Determine which procedure to use

Typically, the Open or Restricted procedures are used.

Submit an options paper to the LUPC Executive Committee

Once all of the elements above have been completed, a paper is written setting out a number of options for the framework agreement and a recommended course of action for sign-off by the Executive Committee.

STAGE TWO: TENDERING

Draft the tender documentation

Specification

The specification requires heavy input from members, and in particular, the end users of the framework agreement, and is the foundation on which the whole sourcing process is based. It is essential to ensure that sustainability issues are embedded into the specification.

Selection Questionnaire (SQ) and Invitation to Tender (ITT) questions

Determine what questions to ask at SQ and ITT stages.

Pricing schedule

Compile framework pricing templates/schedules to be used for the pricing element of the framework agreement.

Evaluation Methodology

Decide upon the award criteria (both pricing and quality), weightings and sub-weightings, along with a complete scoring methodology for each stage of the procurement.

Key Performance Indicators (KPIs)

Draft relevant KPIs including how they will be measured.

Terms and Conditions

Finalise the framework agreement terms and condition as well as the model contract for use by members at call-off stage.

Upload all documentation to the eSourcing portal, Mercell UK

This provides a full audit trail for the tender and allows suppliers to submit their tenders electronically.

Publish the tender

Advertise the framework tender by publishing a contract notice on [Find A Tender Service](#) and Contracts Finder, and publish tender documents via eSourcing portal, Mercell UK

STAGE THREE: EVALUATION

Bid clarifications and site visits

Bid clarifications may be required to ensure we are comparing like for like on a suppliers bid. The information obtained can be used to alter awarded scores if it is found that incorrect marks may have previously been awarded.

Occasionally, and in particular if a live site is acting as a case study for the tender process, a site visit of a reference site may be carried out to ensure that the quality of delivery is as required or as desired.

Evaluation of bids

This is undertaken by groups within the tender working party (ideally at least two evaluators and a moderator) and covers:

- Financial assessment of suppliers (financial standing and capability)
- Pass/Fail criteria
- Scored elements (including pricing submissions) of the SQ and ITT based on criteria, weightings and scoring methodology

Moderation meetings

These are held to reach a consensus score for each bidder, moderating material differences between individual scores, as necessary.

Final due diligence checks

The following is carried out for suppliers where the intention is to award an agreement:

- Supplier finances are re-checked
- Evidence of certificates e.g. insurance certificates, certificates of conformity, qualifications, etc. are sought

Award Recommendation Report

This is a complete record of the procurement process, listing every step, key dates, participants involved and results of the scoring, and fulfils LUPC's requirements under Article 84 of the Public Contracts Regulations 2015.

STAGE FOUR: AWARD

Standstill letters

These are issued to successful bidders, and unsuccessful bidders are informed.

Following the end of the standstill period (10 days) and providing no potential challenge is likely, award letters are issued to the successful suppliers and agreements are signed.

Contract Award Notice

These are published on Find a Tender Service within 30 days of contract award and on Contracts Finder within 90 days of contract award.

INTERESTED IN ADVERTISING IN LINKED MAGAZINE?

We offer LUPC approved suppliers the opportunity to advertise in our quarterly magazine.

Benefits

- Circulation of more than 300 individual buyers at more than 80 member institutions plus all of LUPC's suppliers
- The magazine (including previous editions) is available to anyone who can access the LUPC website

Your support demonstrates to customers your commitment to LUPC agreements.

Advertisement Rates

- £175 +VAT for quarter page
- £300 +VAT for half page
- £500 + VAT for full page

10% discount available for booking 4 consecutive spaces in advance

We also have advertising opportunities on the LUPC website. Get in touch with [Reema Shah](#) to find out more.





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