

## WHERE TO FIND MORE INFORMATION

ESPO Catalogue  
ESPO Dealing Direct Catalogue  
ICT website - [www.espoict.org](http://www.espoict.org)  
ESPO Home Website – [www.espo.org](http://www.espo.org)  
Dealing Direct Website – [www.espodealingdirect.org](http://www.espodealingdirect.org)



## WHO TO CONTACT AT ESPO

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IT Related Goods & Services	<b>Nasir Makda</b>	<a href="mailto:n.makda@espo.org">n.makda@espo.org</a>	0116 265 7947
Software, Photocopiers	<b>Nick Holland</b>	<a href="mailto:n.holland@espo.org">n.holland@espo.org</a>	0116 265 7942
Telecoms, Phone Systems Fax machines, Consumables	<b>Aaron Powdrill</b>	<a href="mailto:a.powdrill@espo.org">a.powdrill@espo.org</a>	0116 294 4074
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EASTERN SHIRES PURCHASING ORGANISATION  
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[www.espo.org](http://www.espo.org)

INFORMATION & COMMUNICATIONS TECHNOLOGY

# ESPO ICT

INFORMATION AND  
COMMUNICATIONS TECHNOLOGY



Whether you require a single PC or a complete network, a copier or a cartridge...  
...for all your ICT requirements contact your **ESPO ICT Procurement Team**.

EASTERN SHIRES PURCHASING ORGANISATION

## WHO WE ARE

ESPO is a major purchasing consortium which has been established for over 25 years, providing procurement services to local authority, public and charitable sector customers.

Acting as a purchasing agent for its member authorities and other customers, we provide a professional cost effective procurement and supply service.

ESPO is a self financing organisation which operates on a not-for-profit basis, utilising the aggregate buying volumes of our member authorities and other customers to maximise potential savings for all customers

The ESPO ICT Procurement Team can provide everything that you require from a single PC or a complete network, a copier or a cartridge...

ICT goods & services fall into three main categories:

- ESPO Regional Distribution Centre
- ESPO ICT Framework Agreements
- Specialist One-off Solutions

## HOW CAN WE HELP?

The most common commodity products are featured in our catalogue and distributed through our purpose built distribution centre at Leicester.

However, many specialist ICT products are not held in the distribution centre but are available through frameworks. These have been set up to enable convenient purchasing, through carefully approved suppliers that offer good value and a high quality service, and on terms and conditions negotiated and approved by ESPO.

For products and services which are not available through the distribution centre or the frameworks, the ICT Procurement Team would be pleased to advise you what options are available.

## WHY USE ESPO?

### • Catalogue Products

The ESPO catalogue contains a wide range of consumable ICT products, which includes:

- Telephone equipment
- Fax machines
- Printer cartridges/toners
- Computer disks, USB flash drives etc.

By using the ESPO catalogue and the framework arrangements, you can save time and money knowing that the processes and procedures are compliant and that the information provided is unbiased and put in place with our customers in mind.

### • Framework Agreements

The expertise within our ICT team and the carefully selected suppliers who have all been through a vigorous vetting and tendering procedure, ensure you will get the right product, at that time, with the highest possible service.

The most popular frameworks are listed below:

- **IT Hardware & related services Contract 113**  
– Including; Desktop PC's, Notebooks, Printers, Scanners, Servers, Storage, Networking, PDAs, MFDs.
- **Photocopiers & Printing Solutions Contract 272D**  
– Offers Lease, Rental or Purchase with ESPO imposed terms and conditions which will support you, not the supplier.
- **IT Consumables Contract 33**  
– This complements the consumable items which are not available in the catalogue i.e. Print cartridges, toners, imaging drums, data storage etc.
- **Office & Educational Software Contract 936**  
– MS Windows, Office, Anti-virus and Educational software to name but a few.
- **Mobile Telephony Contract 393/OGC**  
– Vodafone, O2, Orange & T-Mobile.
- **Telephone Systems Contract 393A**  
– From single line installation to workplace networking.
- **Interactive Whiteboards Contract 351**  
– Promethean, Smartboard, Cleverboard, Hitachi and Teamboard.
- **Radio Frequency Identification (RFID) Contract 350**  
Equipment and Software (for libraries).

### • ICT Specialist Solutions

Depending on your specialist requirements, ESPO can manage the procurement process on your behalf, which may include some or all of the following:

- **Development of the procurement strategy which meets your needs** taking into account market conditions, your commercial requirements and objectives.
- **Prepare/issue pre qualification questionnaires and Invitation to Tender documents** in compliance with EU Procurement Directives and contract procedure rules.
- **Place adverts in the OJEU**
- **Advise and produce evaluation models and advise with post tender negotiations**
- **Support with any disputes and queries which may arise**

**ICT Specialist Solutions meet all your business requirements, for example:**

- Customer Relationship Management
- Human Resources & Financial Management systems
- Electronic Data Record Management systems
- Electronic Homecare Monitoring systems
- 'Pay and Display' Parking Management systems