



Quick Start Guide



Framework 92_21 Issue 3

Key facts...

Framework ref: 92_21

Start date: 22/10/2021

End date: 21/10/2025

Extension option: None.

FTS Contract Notice: 2021/S
000-017337

FTS Award Notice: 2021/S
000-027293

Collaboration:
None



This framework
is available for
use nationally



Further Help or Questions?

Energy Team

0116 294 4042

energy@espo.org

Quote reference

ESPO framework 92_21

We would like to hear your feedback on this framework and how you think we could improve it in the future.

LIQUEFIED PETROLEUM GAS

Framework Scope

This ESPO framework offers Customers a quick, simple and competitive route for the supply of Liquefied Petroleum Gas (LPG) in both bulk and cylinder form, with pricing mechanisms designed to deliver long term competitiveness. This is a multi-supplier framework agreement that can be accessed by public sector organisations, offering full geographical coverage across England, Scotland and Wales.

Both of the Suppliers on this Framework have been selected for their experience and ability to provide Customers with a comprehensive range of products that combine quality and value.

This page is intended to provide you with an overview of what is available. Please refer to the full User Guide for more information.

Who can use this Framework?

Whilst initially for use by local authorities served by ESPO, being a Central Purchasing Body as defined by the Public Contracts Regulations 2015, the framework may also be open for use by any "public body", defined in the Local Authorities (Goods and Services) Act 1970 that also falls within one of the following classifications of user throughout all administrative regions of the UK:

- Local Authorities, and certain
 - Central Government Agencies and Ministries
 - NHS and Emergency (Blue Light) Services
 - Schools, Academies, Colleges and Universities
 - Registered Charities
 - Registered Social Landlords

Full details of the classification of end user establishments and their geographical areas are available on <http://www.espo.org/FAQs/Legal>. These classifications of user will be referred to as the Customers.

Benefits of using the Framework

- **Quick & easy to use...** This framework is already **compliant with UK Procurement Regulations** - we've already done the procurement work, so there's no need to run a full tender.
- **Unit price...** comprises a fixed element and variable element', plus VAT and Climate Change Levy (CCL). The fixed element of the price structure is fixed for the framework duration. The variable element is based on the lagged monthly industry price published by the Platts Price Index, which changes on a monthly basis.
- **The Suppliers...** listed on the framework were assessed during the procurement process for their financial stability and insurance cover, business activities, experience, professional ability and performance management, before being awarded a place on the framework.
- **The Supplier margin...** for the framework duration is known and fixed.
- **Dedicated account manager...** for ESPO Customers.
- **Pre-agreed conditions...** No need to worry about what terms & conditions to use, they've been pre-agreed under the framework and underpin all orders.
- All new bulk LPG storage tanks are installed with a **telemetry system** which will allow both the Customer and Supplier to manage fuel levels.
- **Customers are protected....** from unjustifiable price increases, ensuring value for money and real **savings** throughout the life of the framework. ESPO is confident that the prices negotiated will deliver Customers real savings, both in the short and long term.

What else can ESPO help you with?

This is one of over 200 frameworks that ESPO has established. If you have found this one useful then here are some examples of others that may be of interest:

- **191B/C – Electricity**
- **192 - Gas**
- **301 – The Supply of Liquid Fuels**
- **343 – Energy Performance of Buildings – Surveying, Assessment & Certification**
- **512 – HH Electricity Meter Operator & Data Services**

Full details of our framework offer are available on the ESPO website www.espo.org

You will also find a range of electrical equipment in the ESPO Catalogue which is available as either hard copy or via our website www.espocatalogue.org

ESPO can also undertake bespoke procurement exercises on your behalf. Please contact us to discuss your requirements.

Further Help or Questions?

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0116 294 4042
energy@espo.org

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SUPPLIERS

- Calor Gas Limited
- Flogas Britain Limited

How to use this Framework

Step 1 - Complete the online Customer Access Agreement which can be found at Stage 2 of the 'Get Started' Section on the ESPO website, at the following link: [Liquified Petroleum Gas & Other Liquified Fuels \(espo.org\)](http://Liquified Petroleum Gas & Other Liquified Fuels (espo.org))

Step 2 – If you have a requirement for the supply of Bulk LPG: Once you have completed the Customer Access Agreement, contact energy@espo.org and request a copy of the fixed Supplier Margin element of the Suppliers pricing. This will be sent to you by return of email. Based on this pricing information you can then determine who the most economically advantageous Supplier is, based on your specific requirements. Thereafter you are able to contact the Supplier directly to arrange for a site survey to be undertaken and to determine the site requirement for the installation of your new bulk storage tank. All new tanks install by the Supplier will be in full compliance with the latest HSE guidance and industry codes of practice.

If, as part of the site survey, the Supplier identifies a requirement for civil works and/or pipe improvements to ensure that the site for the new bulk storage tank becomes HSE compliant, then this would be advised to the Customer and there will be a remedial cost for the Customer to pay. For clarity, although the Suppliers fixed cost to serve (the Supplier margin) shall include the cost of site surveys, where such a survey results in civil work or pipe work improvements being advised for a site, the cost of these works will be the responsibility of the Customer.

For bulk LPG, the Customer will be required to enter into a supply contract with the Supplier for the rental of their storage tank, which will run for a five-year period. The supply contract will be based on the Call-off Agreement Terms and Conditions, which are available from energy@espo.org.

Any subsequent Customer order for bulk LPG will be placed directly with the Supplier.

If you have a requirement for the supply of Cylinder LPG: Once you have completed the Customer Access Agreement, contact energy@espo.org and request a copy of the fixed Supplier Margin element of the Suppliers pricing. This will be sent to you by return of email. Based on this pricing information you will then need to determine who the most economically advantageous Supplier is, based on your specific requirements. Customer orders will be placed directly with the Supplier once you have ascertained who the most economically advantageous Supplier on the Framework is based on your requirements.

Step 3 – Once the Supplier has issued you with an account number, you may contact them directly and place your fuel order.

Alternatively, if you have complex or new requirement, you may decide to conduct a further competition between the Suppliers on the Framework. Please contact espo@energy.org who can advise on the process for conducting further competitions.

Please quote ESPO framework reference 92_21 on all correspondence.

About ESPO and Our Frameworks

ESPO is a local authority owned purchasing and supply consortium. It is jointly owned by the county councils of Cambridgeshire, Leicestershire, Lincolnshire, Norfolk, and Warwickshire and city council of Peterborough.

We have over 30 years of experience in public sector procurement. All of our frameworks are let in full compliance with UK procurement regulations (and the previous EU procurement directives).

ESPO is a not for profit, self-funded organisation. ESPO recovers its overheads by means of a retrospective rebate from the Suppliers and service providers. The rebate levied averages less than 1% of framework turnover.

ESPO's specialist buying teams have extensive experience of providing high quality procurement solutions to the public sector on a nationwide basis.

At ESPO we use our expertise to work with our strong and varied supply chain to bring you the best value procurement solutions possible.