



Quick Start Guide



Framework 777_22 Issue 5

Key facts...

Framework ref: 777_22

Start date: 01/02/2022

End date: 31/01/2026

Extension option:
N/A

FTS contract notice:
2021/S 000-028937

OJEU award notice:
2022/S 000-006188



This framework
is available for
use nationally



Further Help or Questions?

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Quote reference ESPO framework 777

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

CLEANING MATERIALS & JANITORIAL SUPPLIES

Framework scope

This ESPO framework provides access to all types of cleaning materials and janitorial supplies including but not limited to floor care / washroom / kitchen /and general cleaning chemicals as well as chemical concentrates cleaning / janitorial equipment and paper products.

Some public sector organisations currently purchase their cleaning materials from multiple supply sources, and the administration of this can be burdensome – for example multiple accounts, several invoices, many deliveries to track, etc. This framework aims to solve these problems and offers customers reliable suppliers who can provide all cleaning material requirements 'under one roof' at very competitive prices.

We anticipate that customers will appoint a supplier from the framework to make savings on cost, time and administration and improve the quality of service. All suppliers awarded on the framework have been selected for their experience and ability to provide customers with a comprehensive range of products that combine quality and value for money.

For smaller requirements, ESPO has cleaning materials products in our Catalogue sold via our warehouse. Please see www.espo.org for further information.

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?

The framework is available for use nationally by any public body in the UK including, but not limited to...

- Schools & Academies
- Local Authority Establishments
- Police & Emergency Services
- NHS & HSC Bodies
- Central Government Departments & their agencies
- Registered Charities

Benefits of using this Framework

- Access to market leading suppliers which can help you make bottom-line savings and efficiencies off the latest cleaning products.
- Further competition or direct award options available.
- Value added services available including: customer stock checks and price benchmarking, product range consolidation, staff product training / support, comprehensive KPI reporting, consolidated invoicing, same day deliveries, restricted buying lists, wallcharts for dosing, collection and recycling of product packaging, etc.
- The framework is compliant with UK procurement legislation - we've done the work, so there's no need for you to run a full procurement process, you can either direct award to one of the seven suppliers listed below or conduct a quick simple further competition exercise to secure a supplier.
- Access to further competition template documents free of charge.
- Pre-agreed terms & conditions. No need to worry about what terms and conditions to use as they've been pre-agreed under the framework and will underpin all orders.
- Suppliers listed on the framework were assessed during the procurement process for their financial stability, track record, experience and professional ability.
- Social value benefits can be obtained.

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:

- **263 – Total Cleaning Services Solution**
- **239 – Washroom Services**
- **676 – Total Facilities Management**

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

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

Suppliers

- **Arrow County Supplies Ltd**
- **AUK Hygiene**
- **Banner Group Ltd**
- **Bunzl Cleaning & Hygiene Supplies**
- **Enviroclean Global Ltd**
- **Lyreco**
- **Nobisco**

How to use this Framework

Step 1 - Complete the Customer Access Agreement (online at www.espo.org) and return it to ESPO.

Step 2 - Review the User Guide to establish whether your needs can be met by a single supplier or whether you need to conduct a Further Competition. Section 5 contains more information on how to place an order. Typically smaller, more straightforward requirements can be met by one supplier, larger, more complex requirements will require a Further Competition to achieve the best supply solution.

If you decide that a single supplier can meet your requirements based on the pricing and/or other information provided in the User Guide simply place an order with that supplier. A template order form is available for you to use at Appendix 2 of the User Guide.

If you decide you need to conduct a Further Competition you may do so by seeking quotations from **all** of the suppliers that are able to meet your requirements in your particular location. More specific details on how to conduct a further competition can be found in Section 5 of the User Guide.

Please quote ESPO framework reference 777 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, Warwickshire, Lincolnshire and Norfolk 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 EU procurement directive).

ESPO is a not for profit, self-funded organisation. ESPO recovers its overheads by means of a retrospective rebate from the suppliers. 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.