



# Quick Start Guide



Framework 2700\_22 Issue 16

## Key facts...

**Framework ref:** 2700\_22

**Start date:** 21/04/2022

**End date:** 20/04/2026

**Extension option:**  
None.

**FTS contract notice:**  
[2021/S 000-032267](#)

**FTS award notice:**  
[2022/S 000-017992](#)



This framework  
is available for  
use nationally



## Estates Management Professional Services

### Framework scope

This framework offers a range of estates management professional services relating to the use, management, acquisition disposal and development of land and property. All service providers awarded on the framework have been selected for their experience and ability to provide customers with a comprehensive service.

To reflect the different types of estate management professional services required by the public sector, the framework is divided into various Lots covering valuation, agency, lease management, estates management, asset management, compulsory purchase, workspace management, and planning consultancy.

A full Lot structure is provided on page 5 of this user guide.

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

- This 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.
- Suppliers listed on the framework were assessed during the procurement process for their financial stability, track record, experience and technical & professional ability.
- What you see is what you pay – there are no additional charges.
- Pre-agreed terms & conditions to underpin all orders so no need to worry.
- Social value benefits can be obtained

## Further Help or Questions?

Rachel Selwyn-Smith  
0788 006 3251  
[place@espo.org](mailto:place@espo.org)

## Quote reference

ESPO framework 2700\_22

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

### 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:

- **664 – Consultancy Services**
- **2664 – Property Advice and Management Services**
- **343 – Energy Performance of Buildings – Surveying, Assessment and Certification**

Full details of our framework offer are available on the ESPO website [www.espo.org](http://www.espo.org)

You will also find a range of products in the ESPO Catalogue which is available as either hard copy or via our website [www.espocatalogue.org](http://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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### Quote reference ESPO framework 2700\_22

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### Suppliers

The framework consists of a number of service providers which are listed on page 8 of this user guide. Further information and contact details are available in the Supplier Matrix document, downloadable from the ESPO webpage.

Please contact [place@espo.org](mailto:place@espo.org) if you have any issues accessing this document.

### How to use this Framework

**Step 1** - Complete the online Access and Confidentiality Agreement which can be found at Stage 2 of the 'Get Started' section on the ESPO website at the following link: [Estates Management Professional Services 2022 \(espo.org\)](http://Estates Management Professional Services 2022 (espo.org))

**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,

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 2700 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 40 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.