



Quick Start Guide



Framework 319_23 Issue 6

Key facts...

Framework ref: 319_23

Start date: 07/08/2023

End date: 06/08/2027

Extension option:
Extension Taken

FTS contract notice:
2023/S 000-008698

FTS award notice:
2023/S 000-024767

Collaboration:
YPO (ESPO led)



This framework is available for use nationally



Further Help or Questions?

Simran Dosanjh
resources@espo.org

Quote reference
ESPO framework 319_23

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

STAFF BENEFITS

Framework scope

This ESPO framework offers customers a quick, simple and competitive route to procuring various Staff Benefits schemes, from individual schemes to fully managed services encompassing multiple schemes.

All of the suppliers on this framework have been selected for their ability to provide customers with a comprehensive range of services that combine quality and value.

The staff benefits available under the framework include;

- Managed Services provision for Staff Benefits
- Cycle to Work Salary Sacrifice Schemes
- Financial Wellbeing Support Schemes
- Technology Products Schemes
- Leisure and Retail Discount Schemes
- Car Leasing Schemes
- Childcare Vouchers Salary Sacrifice Schemes
- Reward and Recognition Schemes

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

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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

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:

- **985B Occupational Health Services**
- **653F MSTAR (Managed Services for Temporary Agency Resource)**
- **383 Managed Training Services**
- **3S Strategic HR Services**

Full details of our framework offer are available on the ESPO website 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

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

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Suppliers

- BHSF Employee Benefits Limited
- Blackhawk Network EMEA Ltd
- Cycle Solutions (Cycle to Work Limited)
- Fideliti Limited
- Halfords Ltd (Cycle2Work)
- Terryberry Limited
- Knowles Associates (Knowles Associates Total Fleet Management Ltd)
- Let's Connect IT Solutions Limited
- Liaison Financial Services Ltd
- Northumbria Healthcare NHS Foundation Trust (NHS Fleet)
- Personal Group PLC
- Reward Gateway
- SME HCI Ltd (Vivup)
- Pluxee UK LTD (Previously Sodexo Motivation)
- Tuskerdirect Limited

This framework provides the user with a large number of suppliers to choose from and a full list with contact details can be found in Section 3 of the full User Guide.

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 [Staff Benefits \(espo.org\)](http://Staff Benefits (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 319_23 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.

This framework has been established through a collaborative procurement exercise undertaken by ESPO (lead) with YPO

