



Welcome to the June issue of our newsletter. It covers updates on the contracting team's activities; CPD sessions, NVQ availability and commodity groups. If you require additional details regarding any items contained in this newsletter, please contact any member of staff.

## **Contracting Update**

### **Tool Hire**

The ITT documentation has been issued to the suppliers, and the closing date for their return is the 27th June 2011. The new agreement is scheduled to start on the 1<sup>st</sup> August 2011.

### **AV Equipment and AV Installations.**

The Pre Qualification Questionnaire stage has now been advertised, with supplier returns due back on the 23<sup>rd</sup> June 2011. At the time of writing there had been 40 'Expressions of Interest' via Intend, the software used for the tendering process, with many more enquires via email.

Work continues on the Invitation to Tender documents, with the next sub group meeting planned for the 16<sup>th</sup> of June 2011.

This exercise is split into two lots. Lot 1: The supply and delivery of AV equipment, and Lot 2: The supply, delivery and installation of AV equipment.

### **Sanitary Disposals and Related Products.**

This tender is split into two lots. Lot 1: Total Bin Removal and Lot 2: Liner Removal and is scheduled to commence on the 1<sup>st</sup> August 2011. This tender is to be awarded week commencing 30<sup>th</sup> May 2011. Details of which will be circulated shortly.

### **Plumbing, Ceramics, Heating and Ventilation Equipment and Supplies**

The closing date for the return of the completed ITT documents from the suppliers is the 21<sup>st</sup> June 2011 – the new agreement is on schedule to commence on the 1<sup>st</sup> August 2011.

### **Audio Visual Consumables and PPI Framework Agreements**

The commitment forms for both of the above agreements have been issued to members and work is underway on drafting the PQQ documentation.

### **Courier and Postal Services**

Full details covering the four contracted areas are now available on our website. The agreements run until the 31<sup>st</sup> March 2014 with the option to extend for one additional year until 31<sup>st</sup> March 2015.

### **White Goods**

The PQQs for White Goods were received back on the 26<sup>th</sup> April 2011 and analysis of the six submissions has now been completed. The ITT documentation will be sent to the shortlisted suppliers on Monday 6<sup>th</sup> June 2011 with a return date of 11<sup>th</sup> July 2011. It has been tricky to establish a robust methodology for scoring Whole Life Costing of the equipment but we have now designed this and included it as part of the scoring mechanism. The start date for the new agreement is 1<sup>st</sup> September 2011.

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## **Lift Consultancy**

The ITT documents for Lift Consultancy are due back on Monday 6<sup>th</sup> June 2011. The seven companies that submitted a PQQ were taken through to the next stage. Analysis of the ITTs will start next week and a decision taken by the end of this month. Award of the Agreement is expected in mid July with a start date of 1<sup>st</sup> August 2011.

## **Lift Conditioning and Refrigeration Maintenance**

Work on this Agreement is underway with a scoping meeting scheduled for 9<sup>th</sup> June 2011. If anyone would like to be a part of the Tender Working Party and can attend the meeting on the 9<sup>th</sup> June in the NWUPC Offices, please contact Helen Dodd-Williams on [helen.dodd-williams@manchester.ac.uk](mailto:helen.dodd-williams@manchester.ac.uk) the agreement is scheduled to start on 1<sup>st</sup> January 2012.

## **Joint Contracting**

The next joint contracting meeting takes place on the 20<sup>th</sup> September 2011 at the Crescent Purchasing Consortium's Salford Offices, and representatives from NWUPC, NEUPC, LUPC, SUPC, APUC, TUCO, CPC and TEC will be attending.

## **CPD Sessions**

The CPD session this month covers the topic of 'Specification Writing' and is being held on the 14<sup>th</sup> June 2011 at the University of Chester. Jenny Radcliffe is the presenter and included in the session will be all aspects of writing a specification, plus dealing with non-commercial colleagues, 'rogue' specification writers and case studies.

Our final session of this CPD programme is De-briefing and Managing Contract Disputes on the 7<sup>th</sup> July 2011 at the University of Manchester. It is presented by Martin Vincent and is aimed at those involved in contracting who wish to improve their skills in de-briefing and managing contract disputes.

## **Commodity Groups**

Meetings have started again in earnest with the Estates Group at Liverpool Hope on 11<sup>th</sup> May during which we had a most informative presentation by Alan Brookes from The Energy Consortium. The following week we were in the rural surroundings of Harper Adams for the Audio Visual Group where the Chairman played host. There was a lively debate as to the way forward for the AV group meetings which resulted in some very positive feedback from members.

For the Catering Group we broke with tradition and held the meeting at one of our Associate Members, Newcastle-under-Lyme College where Catering Manager Jane Searle showed us around the Boardroom Suite in the new main building. This was built in 2010 and the impressive boardroom with state of the art technology opens out onto a balcony with extensive views over Staffordshire. We were treated to an excellent presentation by Coca Cola Enterprises during which they informed us that the main prize in their forthcoming Student Competition is the once-in-a-lifetime opportunity to carry the Olympic Torch for a part of its journey across the whole of the UK in summer 2012. Our thanks go to Jane for making us so welcome at such an amazing venue.

On a sadder note, I have to report that Phil Matthews, Buildings Manager from University of Central Lancs has decided to take voluntary redundancy from the end of May. Phil has not enjoyed the best of health over the past couple of years and made the decision to take a change of direction in life. It has been a pleasure to work with Phil for the last seven years and I would like to thank him for all his input and support at Domestic Group Meetings. On behalf of all the Central Team I would like send Phil all our very best wishes for his future.