

Education Technology (RM6103) Agreement FAQ:

No.	Topic	Question	Answer
1	General	How long will the Agreement run for?	The agreement will run for 3 years with a 1 year extension option.
2	General	When does the agreement expire?	10th June 2022
3	General	Is the framework mandated to CG customers?	No
4	General	I work for a public sector body that is not a school. Can I use Education Technology?	Yes, it is open to any public sector body. (to name a few: Council, NHS, Police, Charity) As long as there is an educational purpose.
5	General	Who can use this agreement?	A list of all public sector organisations in England, Wales, Northern Ireland and Scotland who can use this agreement can be found within the OJEU A link to the OJEU is here: https://ted.europa.eu/TED/notice/udl?uri=TED:NOTICE:546715-2018:TEXT:EN:HTML
6	General	How long can a contract run past the expiry date of the framework?	As long as the call off contract is signed before the expiry date of the agreement, the Call Off Contract may run for up to 5 years maximum
7	General	What is the level of Management Charge or Supplier Levy attached to this agreement?	There is a 0.5% Management Charge which is payable by suppliers on spend through the agreement. However, this charge is not to be passed on to customers
8	General	How do I access and use this agreement?	Customers considering using this agreement should first of all familiarise themselves with the information available on the RM6103 Education Technology page of the CCS website (eg, buyers guide, order form, call-off contract terms and conditions etc) - all of which are available under the 'Documents' tab.
9	General	How do I find out which suppliers have been appointed to the agreement?	Details of the awarded suppliers and what Lots they are on can be found on the Supplier Matrix which is available under the 'Documents' tab on the RM6103 Education Technology page of the CCS website
10	General	Is subcontracting allowed under this agreement?	Yes. Suppliers can request a new key subcontractor be added to their agreement, but it has to be by formal contract variation and agreed by CCS
11	General	Can I have a Word version of the Framework and Call Off Agreement?	Details of the awarded suppliers and what Lots they are on can be found on the Supplier Matrix which is available under the 'Documents' tab on the RM6103 page of the CCS website.
12	General	Can I lease goods under the agreement?	Yes, but only under Lots 1, 4 and 5. You will need to speak with the Supplier and jointly agree the terms of the Financed Purchase Agreement which will be documented in Call Off Schedule 30.
13	General	What was the OJEU value?	The OJEU value was set at £550 million for the duration of the agreement

14	General	What level of supplier compliance does CCS apply to the suppliers on the agreement?	<p>As part of our ongoing supplier management programme, we have a number of compliance activities including:</p> <p>1. Financial monitoring: We have Dun & Bradstreet alerts in place against all the suppliers to notify us of any of the following:</p> <ul style="list-style-type: none"> - Changes to risk levels (up or down) - Collections/Claims - Judgements - Bankruptcy/Insolvent event - Serious detrimental event - Severe risk - Ceased trading <p>2. Certification: We ensure that the suppliers various certificates (insurance/cyber essentials) are valid and up-to-date.</p> <p>3. Audit: We ensure the suppliers provide an annual self audit certificate which confirms they have adequate systems in place to identify and report all activity taking place under the provisions of the agreement.</p>
15	General	Is disposal covered by the agreement?	<p>Yes, Suppliers shall ensure that they have adequate waste management solutions for Good and/of Services.</p> <p>Suppliers where requested provide customers with a waste management strategy</p>
16	Framework Agreement	How do I determine the best Lot to use?	<p>Customers should refer to the Framework Agreement (Schedule 2, Part A) for details on the scope of all the Lots.</p> <p>The document can be found under the 'Documents' tab on the RM6103 page of the CCS website</p>
17	Framework Agreement	What documents is a customer required to complete if they decide to use the framework?	<p>Framework Schedule 6 (Order Form Template)</p> <p>The customer will choose which Joint schedules and Call-off schedules to use when tailoring their contract ready for the successful supplier to sign.</p>
18	Call Off	This agreement expires on 10th June 2022, so can my call-off contract go beyond this date?	As long as the call-off contract is signed before the expiry date of the agreement, the call-off contract may run for its stated duration
19	Call Off	Is it possible to make changes to the Call-off Terms and Conditions and to propose these changes to the supplier market when we launch a competition?	Yes, by using the special terms
20	Call Off	What is the evaluation weighting ratio?	0 - 100% Percentage / Weighting needs to add up to 100%
21	Call Off	What is the level of Management Charge or Supplier Levy attached to this agreement?	<p>The framework agreement signed by each of the RM6103 suppliers states that the maximum call off length should not exceed 5 (five) years.</p> <p>For clarity - call offs can outlive the expiry of the framework agreement (i.e. a call off let for 4 (four) years in 2019 would expire in 2024).</p>
22	Call Off	Is there a minimum contract length?	The minimum contract length is 1 year.
23	Call Off	Can I make a Direct Award under this agreement?	<p>Yes, Lot 4 - Hardware and Lot 5 - Audio Visual, via the Purchasing Platform online catalogue.</p> <p>Please refer to Section 5 of our Customer Guidance, which can be found under the 'Documents' tab on the RM6103 Education Technology page of the CCS website</p>
24	Call Off	Can I run a further competition over multiple lots?	No, the Education Technology does not allow customers to run a competition over multiple lots.
25	Call Off	As a customer, can I award to multiple suppliers?	No
26	Call Off	Can I run a Further Competition, if so how do I do this?	Yes, on all lots. Please complete Framework Schedule 6 (Order Form Template and Call-Off Schedules)
27	Call Off	Do I need to issue my Further Competition to all suppliers?	<p>The UK Public Contract Regulations require that you invite all capable suppliers to submit proposals for your Further Competition.</p> <p>Further Competitions should also uphold the values of fair and equal treatment to suppliers</p>

28	Call-Off	Can I run a Simplified Competition, if so how do I do this?	<p>Yes, on lots 4 and 5. Please complete Framework Schedule 6 (Order Form Template and Call-Off Schedules)</p> <p>This is where you go out to all the suppliers on your specified lot providing them with your requirements and how quickly you wish for the quote back. You award the supplier purely on 100% cost.</p>
29	Call Off	Where can I find the pricing for the framework?	<p>Pricing for Lot 1 shall be determined by the prices tendered by the Supplier in customer call-off Further Competitions.</p> <p>Pricing for Lot 2 shall be determined by the prices tendered by the Supplier in Further Competitions but shall not exceed their agreed SFIA day rates.</p> <p>Pricing for Lots 4 and 5 staff charging rates used by the Supplier shall not exceed their agreed day rates.</p>
30	Call Off	Is it possible to make changes to the Call-off Terms and Conditions and to propose these changes to the supplier market when we launch a competition?	<p>Use of our eSourcing suite isn't mandated and you may choose to run your procurement activity using whatever eTendering tool you wish.</p> <p>Should you choose to use your own eTendering portal, or any other means, you will need to ensure that you clearly indicate that your procurement is being run under Education Technology (RM6103). This should be referenced upon all documentation produced</p>
31	Call Off	Is there a minimum or maximum Order value?	You may place Orders of any value, both above and below the EU threshold.
21	Call Off	Do I need to apply a standstill after award of my Further Competition?	<p>CCS applied the mandatory standstill period prior to agreement award.</p> <p>However, for call-off contracts under the agreement, a 10-day standstill period is also recommended as best practice</p>
33	Call Off	Can I do a 'cross-lot' Further Competition?	<p>No, you cannot cross lot.</p> <p>You can conduct a Further Competition on all Lots and direct award on Lots 4 and 5. It is advised if you are procuring a large amount of desktops/laptops etc you should conduct a Further Competition to ensure you are receiving value for money</p>
34	Call Off	Where can I find the evaluation criteria I have to use?	<p>Please refer to Section 7 of the Buyers Guide, which can be found under the 'Documents' tab on the Education technology page of the CCS website</p> <p>https://www.crowncommercial.gov.uk/agreements/RM6103</p>
35	Call Off	How long should I leave a bid response window open?	<p>We recommend that the minimum time for a bid window should be 3 weeks, but importantly it must be appropriate to the complexity of the requirement.</p> <p>This is also referenced in Section 6 of the Customer Guidance, which is available under the Documents tab on the Education Technology RM6103 page of the CCS website</p>