EVERYTHING ICT

Buyers Guide & FAQs

The ICT Procurement Framework for the Public Sector

Contents

Why use Everything ICT?

Compliance

OJEU Tendered.

DfE recommended.

Pre-approved suppliers.

Protection

Value for money.

Support if things go wrong.

Easy

We do the work for you.

Fast, easy, streamlined administration.

Who can use Everything ICT?

- ☑ 25 Ministerial Departments
- ☑ 20 Non ministerial departments
- ☑ 392 Government agencies and other public bodies
- ☑ 12 Public corporations
- ☑ 3 Devolved administrations
- ☑ 349 Councils

For a full list, go to the following websites:

www.gov.uk/government/organisations

www.local.gov.uk

www.police.uk/forces

www.fireservice.co.uk/information/ukfrs

www.nhs.uk/nhsengland/thenhs/about/pages/authoritiesandtrusts.spx

www.gov.uk/guidance/devolution-of-powers-to-scotland-wales-and-northern-ireland

get-information-schools.service.gov.uk

www.colleges-uk.co.uk

www.hefce.ac.uk/reg/register/search/Browse

www.gov.uk/government/organisations/charity-commission

www.whatdotheyknow.com/body/list/all

What can I buy through the framework?

- ✅ **Hardware** such as PCs, laptops, tablets, servers, multi-functional devices and interactive boards.

- ✅ **Software** such as Microsoft O365, Google, Adobe, cyber security, mobile device management, educational content, safeguarding, MIS and financial packages.

- ✅ **Internet connectivity** such as broadband, dedicated lines, 4G, 5G and satellite.

- ✅ **Infrastructure** such as WIFI, cabling, wide area networks and network management.

- ✅ **Cloud services**, including cloud hosting, automated backup services, remote desktop, disaster recovery, internet-based telephony systems (VoIP).

- ✅ Mix of **full and partially-managed services**.

- ✅ **IT Support**, including staff training, onsite support technicians and helpdesk services.

- ✅ **Consultancy service**s, including procurement support, cloud readiness assessments, review of technical infrastructure and existing contract reviews

For a full list of the CPV Codes go to https://www.everythingict.org/framework-

What are the benefits of using Everything ICT?

- ✅ Free for customers to use.
- ✅ No registration or 'joining' process.
- ✅ Choose from over 100 pre-checked and pre-approved value for money suppliers.
- ✅ Save time getting quotes which are relevant to you, often within 24 hours.
- ✅ Save money with reduced pricing through national agreements with manufacturers.
- ✅ Multiple quotes or direct awards – your choice.
- ✅ Better value through suppliers benchmarked on cost, quality and service.
- ✅ Free advice on procurement regulations, tendering processes, and recommended suppliers.
- ✅ Pre-agreed terms and conditions which the framework enforces for you.

From big names...

CISCO Meraki · DELL · EPSON® · Google · (intel) · Lenovo

Microsoft · Promethean · redstor · SMART · stone

...and full-ICT service providers...

ats · boldfield computing · centrality · COMPUTEAM · eduthing IT Services for Education

ERGO · MERCU IT Solutions · novus · turn IT on Connecting schools and technology · VIRTUE TECHNOLOGIES

...to some of our tried, tested and trusted suppliers...

RIGHT DIGITAL SOLUTIONS · 4 INTERNET SCHOOLS · Britannica Digital Learning · cbc computers · chess

CMAT Cambridge Meridian Academies Trust · comms 365 · computertalk 30 years inspiring IT · CPOMS · EASTERN VOICE & DATA

edurio · Elementary Technology · focus group · GGR COMMUNICATIONS GROUP · groupcall built on trust

ITGL · ASSET DISPOSAL · L.E.A.D. IT Services Lead · Empower · Achieve · Drive · MCC · myconcern! oneteamlogic Safeguarding in Education

NetSupport · NETCOM · nowcomm Networks | Collaboration | Cybersecurity · sync TOGETHER, BETTER · Wave9

...and many more.
Over 120 pre-approved suppliers.

Brockwell Nursery & Infant School

The Beeches Primary School

ROBERT CLACK SCHOOL OF SCIENCE

co-op

Co-op Academy Swinton

Harris Federation

REAch2 ACADEMY TRUST
EXCEPTIONAL OPPORTUNITIES FOR LEARNING

UNITY SCHOOLS PARTNERSHIP

Star

Academy Transformation Trust

INSPIRATION TRUST

BATH SPA UNIVERSITY

BU Bournemouth University

GATESHEAD COLLEGE

Bolton Council

DERBYSHIRE County Council

Norfolk County Council

SUMMIT LEARNING TRUST

NHS Oxford University Hospitals NHS Foundation Trust

NHS Doncaster and Bassetlaw Teaching Hospitals NHS Foundation Trust

NHS South London and Maudsley NHS Foundation Trust

NHS East Midlands Ambulance Service NHS Trust

Supported using public funding by
ARTS COUNCIL ENGLAND

Places for People

Housing 21

Llywodraeth Cymru
Welsh Government

...and many more
Public Sector organisations
of all shapes and sizes

How do I buy through the framework?

1 **Tell us what you want**

If you know exactly what you want, then great. If not, we can help with recommendations.

2 **We get your quote(s)**

We get multiple quotes from different suppliers (or you can run your own procurement process). If your trusted supplier is on the framework you can choose to direct award to that supplier.

3 **Sign and raise a Purchase Order**

You e-sign, raise a Purchase Order in your finance system and add when accepting the quote.

4 **The supplier delivers**

The supplier(s) deliver your goods/services.

5 **Invoicing**

We send you an invoice quoting your Purchase Order and when you'e happy with the goods/services you pay the invoice.
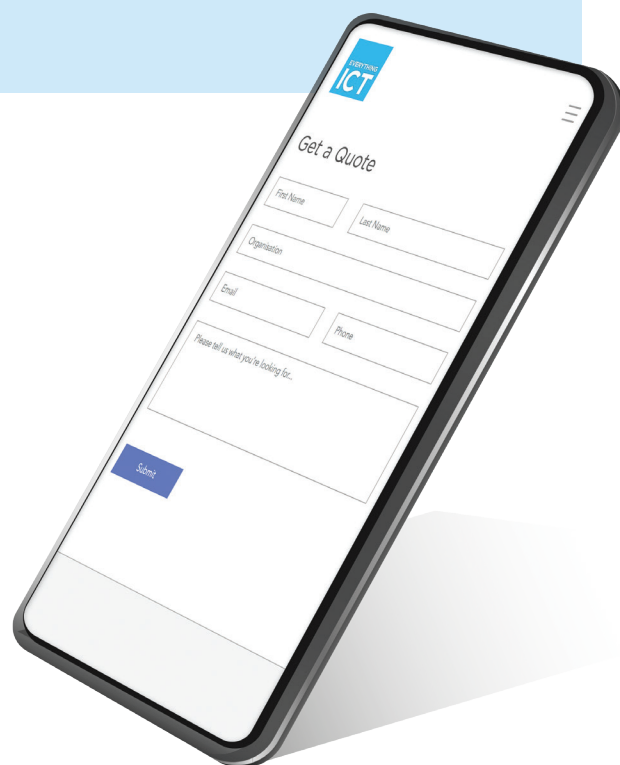
How do I get a quote?

1 Go to the website
www.everythingict.org/get-a-quote

2 Fill in the form

3 If we need any further clarification, we'll give you a call

4 That's it.

Who are E2BN?

The East of England Broadband Network (E2BN) are one of the Regional Broadband Consortia (RBCs) set up by the Government in 1999 to provide connectivity to schools. It is a Not-for-Profit, Public Body backed by Local Authority members. It is the Public Body that let the Everything ICT framework contract.

Who are WCL (UK)?

WCL (UK) is the limited company that bid for and won the Everything ICT framework contract. When the company was set up in 2011, we didn't know we would have such a high-profile role, otherwise we would have picked a better name ☺. While we trade as Everything ICT (for obvious reasons) we invoice and will show in your finance systems as WCL (UK).

Where can I see the OJEU Tender Award Notice?

The tender award notice can be found at https://ted.europa.eu/udl?uri=TED:NOTICE:533021-2019:TEXT:EN:HTML&tabId=1.

Who can use the framework?

While we were set up and designed for Education, any Public Sector organisation can use the Framework. A full list of organisations can be found on the website at www.everythingict.org/framework-info.

Why do we pay you and not the supplier?

Your contract is with the Framework, not the supplier. We do this to provide protection to you in case something goes wrong. We don't pay suppliers until you sign off that you are happy. If something goes wrong with that supplier, it's our responsibility to sort it out on your behalf.

How do you select suppliers?

Any supplier can apply to join the Framework. There is no fee for them to join, but there is a rigorous evaluation process which test, among other things, that they must comply

with all the usual Public Sector requirements (e.g. DBS checks, GDPR, Modern Slavery etc.) and they MUST sign up to the full Framework terms and conditions, including that the customers must not be able to buy cheaper through any other route.

What if my trusted supplier isn't on the list?

Easy, ask them to contact nigel.hall@everythingict.org and he'll send them the application form. They will only be accepted if they pass the evaluation process though (see above).

How do you ensure value for money?

The Everything ICT framework terms and conditions are written for and on behalf of the framework customers, not the suppliers. Suppliers can't join the framework unless they agree to those terms and conditions, including the framework being the best value for money route for customers to buy.

National arrangements with major vendors like Cisco where we have negotiated nationally best pricing through their nominated resellers.

Internal benchmarking between competitive companies. We process thousands of orders each year so we compare similar quotes to ensure best value for money.

Like-for-like comparisons. We test similar specifications from different manufacturers (e.g. comparing laptops from Dell, HP or Lenovo) to see if there are better prices on equipment that will do the job just as well.

Why can I sometimes find things cheaper on Googlem Amazon or ebay?

Often there are sensible reasons like: it's not a like-for-like specification; it comes without a warranty; it's end-of-range, or there are limited volumes. Value for Money is defined in Government Guidance as being about more than just price; quality and service are also important factors to take into consideration. And if you buy from these sources, we can't help when things go wrong ☹

What do I do if I have a problem?

Quote Problems

Email: salesadmin@everythingict.org

Supplier or Delivery Problems

Email: info@everythingict.org

Finance/ Payment/ Invoice Problems

Email: finance@everythingict.org

General Enquiries

Email: info@everythingict.org

Who's who & what do they do?

Neil Watkins
Managing Director
neil.watkins@everythingict.org
+44 (0) 7710 420477

Nigel Hall
Partner Director
nigel.hall@everythingict.org
+44 (0) 7831 304260

Oliver Pearson
Procurement Manager
oliver.pearson@everythingict.org
+44 (0) 7453 280206

Paul Miller
Finance Director
paul.miller@everythingict.org
+44 (0) 7785 253151

Amy Russo
Procurement Team Manager
amy.russo@everythingict.org
+44 (0) 2087 207265

Lilia Metcalf
Project Manager
lilia.metcalf@everythingict.org
+44 (0) 2087 207265

Helen Watkins
Finance Manager
helen.watkins@everythingict.org
+44 (0) 1768 486054

Catherine Moroney
Customer Finance Accounts Manager
catherine.moroney@everythingict.org
+44 (0) 7915 845197

Sarah Palmer
Sales Admin
sarah.palmer@everythingict.org
+44 (0) 7946 493037