

<b>Item No.</b> N/a	<b>Classification:</b> Open	<b>Date:</b> 18 October 2018	<b>Meeting Name:</b> Cabinet Member for Housing Management and Modernisation
<b>Report title:</b>		Gateway 1 Procurement Strategy Approval Printing and Document Management Services (PDM)	
<b>Ward(s) or groups affected:</b>		None	
<b>From:</b>		Strategic Director of Housing and Modernisation	

## RECOMMENDATIONS

1. That the cabinet member for housing management and modernisation approves the procurement strategy outlined in this report to undertake a further competition via the Crown Commercial Service (CCS) framework for printing and document management services (PDM), Ref: RM3785 Managed Print and Digital Solutions, (Lot 2 – Tailored Managed Print Solutions) at an estimated annual cost of £600,000 for a period of two years with the potential to extend up to a further two years (in increments at the council's discretion) making an estimated total contract value of £2,400,000 with an estimated start date in April 2019.
2. That the cabinet member for housing management and modernisation notes that there is no additional cost to use this framework agreement.

## BACKGROUND INFORMATION

3. Currently there is a contract in place with Swiss Post Solutions Ltd (Swiss Post) that provides reprographic (e.g. general and digital printing, scanning and bulk photocopying) print services and non-reprographic services (e.g. all other design and high quality print).
4. This contract commenced on 1 March 2014 and had an expiry date of 28 February 2015. In order to provide continuity of service, the contract was extended using the same terms and conditions by way of letters and deeds of variation and the current expiry date for these services is 31 March 2019.

### Summary of the business case/justification for the procurement

5. The council has a wide remit of printing requirements ranging from committee agenda and minutes, annual reports, leaflets, applications forms, campaign support materials etc. These requirements fall into two main service areas, reprographic and non-reprographic, with the former covering much of the work required by the constitutional team, community councils and scrutiny section. The communications team commissions much of the non-reprographic work both directly and on behalf of other departments and some departments send requests direct to the service provider. Whilst the contract includes a design facility, the use of this option has declined in recent years and the communications team now sources this requirement direct from the market when necessary.

6. One of the objectives for corporate facilities management (CFM) is to reduce and consolidate spend and suppliers and by continuing to contract with a single supplier, the council continues to;
  - benefit from invoicing and payment efficiencies;
  - make internal savings through the consolidation of expenditure; and
  - rationalise and aggregate the print document management spend.

### **Market considerations**

7. There are many suppliers within the current market that are able to provide these services. The recommended framework was established in accordance with the EU regulations (the Public Contracts Regulations 2015) and therefore it has fully engaged nationally with the market providers.

### **KEY ISSUES FOR CONSIDERATION**

#### **Options for procurement route including procurement approach**

8. **Option 1 – Do nothing**  
To enable the council to fulfil their printing requirements, they are required to have a facility for the provision of print document management services and therefore this is not an option for the council.
9. **Option 2 – Provide services in-house**  
Due to the current services provided not falling within the council's core business, a lot of time, effort and resource would be required to deliver the services to the required standard, which could result in very little return. The cost to deliver would be significantly higher than an outsourced model and at present, this is not a viable option for the council.
10. **Option 3 – Use an EU compliant Framework**  
There are three organisations that have print management frameworks in place; CCS, Eastern Shires Purchasing Organisation (ESPO) and NHS Shared Business Services (NHS SBS). The London Procurement Partnership (LPP) was also considered, however they do not currently have a suitable framework agreement in place. CCS is the only organisation that has a framework that meets the council's operational requirements (see Appendix 1 for a detailed breakdown of the frameworks).

#### **CCS**

- **Option 3.1** – Framework Ref: RM3781- Multifunctional devices, managed print and content services and records and information management (Lot 3 – Managed print and content management services). This option is not recommended as this Lot focuses on managed print solutions rather than reprographic services and non-reprographic services.
- **Option 3.2** – CCS, Ref: RM3785: Managed Print and Digital Solutions (Lot 1 – Fully Managed End to End Print and Digital Solutions). This option is not recommended because although this lot may meet the council's operational requirements, there is only one supplier on the framework agreement, which therefore does not promote competition or demonstrate best value for money for the council.

- **Option 3.3 (recommended)** – Framework Ref: RM3785 - Managed Print and Digital Solutions (Lot 2 – Tailored Managed Print Solutions). This option is recommended as it meets the council's operational requirements and will provide competition in line with the council's contract standing orders (CSO's). The expiry date for this Framework is 27 December 2018, and if the contract is not in place by this date, the Framework cannot be used.
- **Option 3.4** – Digital Marketplace Ref - G-Cloud 9/10. G-Cloud 9 and 10 framework agreements were investigated during the market research stage. Both agreements have different lots and each agreement has several suppliers, including the incumbent provider (Swiss Post). None of the framework agreements were suitable for this procurement and therefore this option is not recommended.

### **NHS SBS**

- **Option 3.5** – NHS SBS, Ref: SBS/18/MA/WAL/9306: Managed Print Services (MPS). This option is not recommended as it focuses on managed print solutions rather than reprographic services and non-reprographic services.

### **ESPO**

- **Option 3.6** – ESPO, Ref: RM3781 Multifunctional devices, managed print and content services and records and information management (Lot 3 – Managed print and content management services). ESPO do not have their own framework and instruct users to use the CCS Framework detailed in Option 3.1.

### **LPP**

- **Option 3.7** – London Procurement Partnership (LPP). The LPP do not have any suitable print frameworks agreements to enable the council to procure its print document management services through.

## 11. **Option 4 – Procure via Official Journal of the European Union (OJEU)**

Due to the estimated value of the new PDM contract being above the EU Services threshold of £181,302 it is subject to the EU procurement regulations and therefore an OJEU compliant procurement procedure is required to be followed. The council could therefore undertake a competitive procurement process via the OJEU restricted procedure, however this process would cost significantly more and take much longer (requiring more of the council's resource) than procuring via a framework agreement, and would not guarantee to attract suppliers other than those already available through framework agreement currently in place. This option is therefore not recommended.

12. **Option 5 – Shared Services**

There are currently no opportunities to work with neighbouring councils to join agreements or to undertake procurement projects in conjunction with. This is not an option for the council.

**Proposed procurement route**

13. For the reasons outlined in paragraphs 4 and 5, and considering the options listed above, it is recommended that the preferred procurement route is ‘Option 3.3 – to use an EU compliant framework agreement’ via the CCS framework, Ref: RM3785 Managed Print and Digital Solutions, (Lot 2 – Tailored Managed Print Solutions) by way of further competition. This it is deemed to be the most suitable solution to meet the council’s operational requirements, whilst providing a value for money solution. The CCS framework term is 2 years from 28 December 2016 to 27 December 2018 and allows for the duration of ‘call-off contracts’ to run for up to 4 years. This means that the council will need to join the framework prior to the expiry date, and can contract for the full 4 years.

14. The steps that can be taken under this route are:

1. define the council’s specification requirements
2. invitation to quote (ITQ)
3. evaluation
4. award the call off contract
5. contract management

**Identified risks for the procurement**

15. The table below identifies risks associated with this procurement strategy and controls to mitigate the risks.

Risk No.	Risk Identified	Risk Level	Mitigation
R1	Unable to deliver the procurement process before the contract expiry date	Medium	CFM are working closely with all internal stakeholders and have the key departments lined up to enable this to be executed within the set timescales.
R2	Lack of staff resources to deliver new procurement	Low	There is resource within the CFM department to help support and deliver the new procurement strategy outlined.
R3	The successful supplier ceases trading or goes into administration/ liquidation.	Low	A MINT financial credit check will be conducted prior to awarding a contract to the successful supplier, however, if the supplier ceases trading or goes into administration/liquidation during the course of the contract, the council has the ability to return to the CCS framework.
R4	Insufficient bids through the proposed further competition	Low	Soft market testing has been undertaken and the suppliers on the recommended framework have indicated that they would be interested in working with the council. This risk is therefore considered unlikely, however, any issues with insufficient bids will be identified and a different route will be

			taken through the CCS framework.
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### Key /Non Key decisions

16. This report deals with a non key decision.

### Policy implications

17. The new contract will be expected to support the departments who need to produce printed information in line with the council's communication standards/protocols.

### Procurement project plan (Non Key decisions)

Activity	Complete by:
DCRB Review Gateway 1:	17/09/2018
CCRB Review Gateway 1:	20/09/2018
Brief relevant cabinet member (over £100k)	27/09/2018
Notification of forthcoming decision (publication date)	01/10/2018
Approval of Gateway 1: Procurement strategy report	04/10/2018
Completion of further competition documentation	05/10/2018
Invitation to Quote (ITQ) published	08/10/2018
Forward Plan (if GW2 is key decision)	20/10/2018
Clarification question and answer period	22/10/2018
Response deadline	29/10/2018
Evaluation	09/11/2018
DCRB Review Gateway 2: Contract award report	26/11/2018
CCRB Review Gateway 2: Contract award report	29/11/2018
Issue notification of forthcoming decision	03/12/2018
Approval of Gateway 2: Contract Award Report	11/12/2018
End of scrutiny Call-in period and notification of implementation of Gateway 2 decision (If GW2 is key decision)	20/12/2018
Contract award	21/12/2018
Add to Contract Register	21/12/2018
TUPE Consultation period	31/03/2019
Place award notice on Contracts Finder	31/03/2019
Contract start	01/04/2019
Initial Contract completion date	31/03/2021
Contract completion date – if extension(s) exercised	31/03/2023

## **TUPE/Pensions implications**

18. The appointment of a new contractor in this proposed retender will amount to a Service Provision Change. There are no TUPE implications for the council as an employer because the council's contract management and administrative function will remain with the council and these activities will not form part of the contract specification. TUPE is likely to apply in relation to the incumbent and new contractor. Due diligence of the current contractor's workforce will need to be carried out before the tender process commences to ascertain the extent of those employees who may be subject to TUPE and the due diligence information will, as relevant, also need to be made available to bidders within the tender documentation pack.
19. The procurement project timetable includes sufficient timelines to ensure that the council and any affected contractor are able to comply with legal obligations that could potentially arise in respect of TUPE. Tenderers will be directed in the tender documentation to seek their own independent advice and no warranties will be given as to the application of TUPE.

## **Development of the tender documentation**

20. The further competition documents will be a mixture of council standard documents and CCS general tender documents for this framework. In order to conduct the further competition with the framework suppliers, the following areas will be included, but not limited to, in the final suite of documents: (1) specification of requirements; (2) pricing; (3) competition timescales; (4) evaluation criteria and weightings; (5) evaluation process; and (6) additional terms and conditions such as London Living Wage commitment, service levels, key performance indicators, insurances, implementation and exit plans. The CCS eSourcing tool will be used to undertake this procurement process.

## **Advertising the contract**

21. The framework agreement was advertised separately in accordance with the EU regulations (the Public Contracts Regulations 2015) and therefore it has fully engaged nationally with the market providers.

## **Evaluation**

22. The evaluation criteria will be based on price (70%) and quality (30%), which is in line with the council's standard weighting for this type of procurement process.
23. Pricing (70%) shall be based on value for money for the council and the evaluation will consider the whole life cost of the contract.
24. Quality (30%) will include (but will not be limited to);
  - technical merit and assistance
  - helpdesk and after sales service
  - aesthetic and functional characteristics, and
  - delivery date and period.

25. The evaluation panel will consist of the head of corporate contracts, the contracts officer, the head of communications and representatives from other internal stakeholders that are users of the services.

### **Community impact statement**

26. This decision has been judged to have none or little impact on local people; however, the successful supplier will be required to adhere to the council's policies.

### **Social Value considerations**

27. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the well being of the local area can be secured. The details of how social value will be incorporated within the tender are set out in the following paragraphs.

### **Economic considerations**

28. The full cost of this service for the required period is set out in the financial implications section.

### **Social considerations**

29. The council is an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that, where appropriate, suppliers engaged by the council to provide services within Southwark pay their staff at a minimum rate equivalent to the LLW rate. The successful supplier will be expected to meet the LLW requirements and call-off contract conditions requiring the payment of LLW included in the further competition documents. As part of the further competition process, suppliers will also be required to confirm how productivity will be improved by payment of LLW. Following award, these quality improvements and any cost implications will be monitored as part of the call-off contract review process.

### **Environmental/Sustainability considerations**

30. As part of the council's green buildings programme staff will use recycled paper where practical.

### **Plans for the monitoring and management of the contract**

31. Once the successful supplier has started to provide the council with the services, the CFM team will monitor and manage the supplier to ensure they are performing up to the required standard.
32. The performance monitoring mechanisms will be used in respect of:
- the delivery of social commitments
  - the ongoing commitment to pay the London Living Wage (LLW)
  - presenting a mid-year performance review to the councils departmental contract review board (DCRB)
  - presenting an annual performance review to the councils corporate contract review board (CCRB)

- compliance with the specification and contract terms
  - performance of the supplier
  - cost
  - user satisfaction
  - risk management and
  - KPIs.
33. The monitoring of the contract has been determined to have little to no impact on staff resources as it will be solely managed by CFM's contracts managers, which will also entail (but not be limited to) the following:
- checking invoices for accuracy;
  - providing a robust single point of contact for departmental users;
  - proactively responding to complaint and service improvement requests; and
  - ensuring contractor monthly reports are received in a timely manner.
34. Should the successful supplier under perform; there is an escalation process in place with CCS to assist the council.

#### **Staffing/procurement implications**

35. This contract will be managed by the CFM contracts team and the head of communications.

#### **Financial implications**

36. The cost of reprographic and non-reprographic services are estimated to be £600k per annum, which will mean an overall contract value of £2.4m should the option to extend an initial two year contract term by a further two years be taken.
37. Responsibility to ensure there is adequate budgetary provision for orders placed will continue to be that of the department / service placing the order as is the case at present.
38. The services provided will be monitored corporately and assessed for opportunities to deliver future efficiency savings through modernisation and use of more cost effective communication means.

#### **Legal implications**

39. Please see concurrent from the director of law and democracy

#### **Consultation**

40. The communications team have been identified as the key stakeholders and have been consulted about the procurement strategy.

#### **Other implications or issues**

41. None.

### **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

#### **Head of Procurement**



42. The report seeks the approval of the cabinet member for housing management and modernisation for the procurement strategy to deliver print and document management services for the council using the Crown Commercial Service (CCS) framework Ref: RM3785 Managed Print and Digital Solutions, (Lot 2 – Tailored Managed Print Solutions). The contract would commence in April 2019 and have duration of two years, extendable by up to a further two years. The annual estimated cost is £600,000, making the estimated total contract value £2,400,000.
43. The report notes that there is no additional cost to utilise the framework agreement recommended.
44. Paragraphs 31-34 of the report details the contract management proposed for the contract and any extension period. It will include overview of potential cost savings for the use of the contract, as well as the successful contractor's performance and adherence to any social value commitments and their payment of the London Living Wage (where applicable).

#### **Director of Law and Democracy**

45. This report seeks the approval of the cabinet member for housing management and modernisation for the procurement strategy to the use of the CCS framework, Framework Ref: RM3785, as further detailed in paragraph 1. As the value of the intended contract is between £2-4m, the decision to approve this procurement strategy is reserved to the relevant cabinet member.
46. The nature and value of these services are such that they are subject to the full tendering requirements of the Public Contracts Regulations 2015 (EU regs). However the CCS framework, through which this appointment is to be procured, was established following an EU compliant tendering process and the council is a party able to use the framework. The CCS framework may therefore be used without a further OJEU tendering process.
47. As noted in paragraph 14, a further competition will be followed. Proposals for the council's service will be evaluated and a gateway 2 award report will be brought for approval.

#### **Strategic Director of Finance and Governance (H&M18/047)**

48. The strategic director of finance and governance notes the procurement strategy recommended by this report which is to undertake a further competition via the Crown Commercial Service (CCS) framework for printing and document management services. The contract is expected to be for an initial period of two years with options to extend for a further two years at an annual cost of £600k or £2.4m for the maximum term of the contract.
49. Funding has been addressed in the financial implications section of the report where it is also noted that the contract will be monitored and assessed corporately for opportunities to deliver future efficiency savings.

## BACKGROUND DOCUMENTS

Background Documents	Held At	Contact
None		

## APPENDICES

No	Title
Appendix 1	Framework Agreement Evaluation (Option 3)

## AUDIT TRAIL

<b>Lead Officer</b>	Paul Symington, Head of Corporate Facilities	
<b>Report Author</b>	Kelly Sanders, Head of Corporate Contracts	
<b>Version</b>	Final	
<b>Dated</b>	24 September 2018	
<b>Key Decision?</b>	No	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments included</b>
Strategic Director of Finance and Governance	Yes	Yes
Head of Procurement	Yes	Yes
Director of Law and Democracy	Yes	Yes
Cabinet Member	Yes	Yes
<b>Contract Review Boards</b>		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
<b>Cabinet Member</b>	Yes	Yes
<b>Date final report sent to Constitutional Team</b>	18 October 2018	

**BACKGROUND DOCUMENT – CONTRACTS REGISTER ENTRY FORM  
GATEWAY 1**

Contract Name	Print and documentation management services (PDM)
Contract Description	Print and documentation management services (PDM)
Contract Type	Services
Lead Contract Officer (name)	Kelly Sanders
Lead Contract Officer (phone number)	020 7525 1766
Department	Corporate Facilities Management
Division	Housing and Modernisation
Procurement Route	Further Competition, Crown Commercial Service
EU CPV Code (if applicable)	N/A
Departmental/Corporate	Corporate
Fixed Price or Call Off	Call Off Contract
Contract Total Value	Estimated £2,400,000
Contract Annual Value	Estimated £600,000
Contract Start Date	01 April 2019
Initial Term End Date	31 March 2021
Number of Remaining Contract Extensions	2
Contract Review Date	1 September 2020
Revised End Date	31 March 2022, 2023
SME/ VCSE (If either or both include Company Registration number and/or registered charity number)	N/A
Comments	N/A
London Living Wage	Yes

On approval by the decision maker this document should be passed to the member of staff in your department who is responsible for keeping your departmental contracts register up to date.

### **Appendix 1 – Framework Agreement Evaluation (Option 3)**

The council undertook research to ensure the most appropriate framework agreement was used to procure the print document management services. A summary of the organisations / framework agreements identified are summarised below.

#### **Option 3.1**

<b>Organisation</b>	Crown Commercial Service
<b>Framework Reference</b>	RM3781
<b>Framework Title</b>	Multifunctional devices, managed print and content services and records and information management
<b>Framework Lot</b>	Lot 3 Managed Print and Content Management Services
<b>Framework Summary</b>	Lot 3 provides a completely flexible, managed print service centred around supporting you to centralise, securitise and standardise your office output and document infrastructure, within any size of organisation. This lot enables you to select as much of a managed service as you deem appropriate to your organisation from the basics of MPS, covering simple elements such as hardware, software, consumables and break fix, to taking a fully scoped solution over time that can include elements such as Hybrid Mail, Electronic Document Management, moving all your printing infrastructure to Cloud, Production Print and TUPE of Staff to support the on-going service.
<b>Start Date</b>	26 October 2016
<b>Expiry Date</b>	25 October 2020
<b>Suppliers</b>	1) Canon (UK) Ltd 2) Capita Business Solutions Ltd 3) HP Inc UK Ltd 4) Konica Minolta Business Solutions Ltd 5) Lexmark International Ltd 6) Vision Group Holdings Ltd 7) Xerox (UK) Ltd
<b>Recommended Option</b>	No – this framework focuses on managed print solutions rather than reprographic services and non-reprographic services.

#### **Option 3.2**

<b>Organisation</b>	Crown Commercial Service
<b>Framework Reference</b>	RM3785
<b>Framework Title</b>	Managed Print and Digital Solutions
<b>Framework Lot</b>	Lot 1 Fully Managed End to End Print and Digital Solutions
<b>Framework Summary</b>	Lot 1 provides access to fully managed end to end print and digital solutions. There are 3 pre-defined service levels; (level 1 - Customer Service Centre; level 2 – In House Account Management Team; level 3 off – Site Account Management Team) where customers should select the service level that meets their requirements. This is a single supplier lot, which customers will direct award.
<b>Start Date</b>	28 December 2016
<b>Expiry Date</b>	27 December 2018

	<b>CCS will extend this lot for a period of 12 months.</b>
<b>Suppliers</b>	APS
<b>Recommended Option</b>	No – although this lot may meet the council’s operational requirements, there is only one supplier on the framework agreement, which therefore does not promote competition and demonstrate best value for money for the council.

### Option 3.3

<b>Organisation</b>	Crown Commercial Service
<b>Framework Reference</b>	RM3785
<b>Framework Title</b>	Managed Print and Digital Solutions
<b>Framework Lot</b>	Lot 2 Tailored Managed Print Solutions
<b>Framework Summary</b>	Lot 2 provides access to fully managed end to end print and digital solutions. The service levels can be tailored to suit the individual customer requirements, there are 6 suppliers appointed to this lot and customers should run a further competition
<b>Start Date</b>	28 December 2016
<b>Expiry Date</b>	27 December 2018  <b>A contract is required to be in place before 27 December 2018 and can be agreed for a maximum of four years.</b>
<b>Suppliers</b>	1) CDS 2) Granby Marketing Services 3) HH Associates Ltd 4) PSL Print Management Ltd 5) Williams Lea Ltd 6) Xerox (UK) Ltd
<b>Recommended Option</b>	Yes – this meets the council’s operational requirements and provides competition in line with the council’s contract standing orders (CSO’s). The expiry date for this framework agreement is 27 December 2018, and if the contract is not in place by this date, the framework agreement cannot be used.

### Option 3.4

<b>Organisation</b>	Crown Commercial Service
<b>Framework Reference</b>	RM1557ix
<b>Framework Title</b>	G-Cloud 9
<b>Framework Lot</b>	1) Omni-Channel Solution 2) Digital Document Management 3) Hybrid Mail 4) Digital Mail 5) Kofax Solution 6) uBook Taxi Management 7) Scanning,Capture and Workflow 8) Swiss Post Solutions E-Billing and E-Invoicing 9) Swiss Post Solutions iTrak - Mobile Mail and Goods Tracking System 10) uBook for Non-Emergency Patient Transport Service Booking and Management Service

<b>Framework Summary</b>	<p>The Framework Agreement is for use by UK Public Sector bodies which allows them to choose and purchase cloud computing services covering infrastructure, platform, software and specialist cloud services. The framework is for commodity based, pay-as-you go cloud services across three lots:</p> <p><b>Lot 1: Cloud Hosting (IaaS) and (PaaS)</b> These must be cloud platform or infrastructure services that can help buyers do at least 1 of: deploy, manage and run software and provision and use processing, storage or networking resources</p> <p><b>Lot 2: Cloud Software (SaaS)</b> These must be applications that are typically accessed over a public or private network e.g. the internet and hosted in the cloud</p> <p><b>Lot 3: Cloud Support</b> These must help buyers set up and maintain their cloud software or hosting services</p>
<b>Start Date</b>	22 May 2017
<b>Expiry Date</b>	30 September 2018
<b>Suppliers</b>	Multiple (including Swiss Post Solutions Limited)
<b>Recommended Option</b>	No – these framework agreements focus on many other services other than reprographic services and non-reprographic services.

### Option 3.5

<b>Organisation</b>	NHS Shared Business Services (NHS SBS)
<b>Framework Reference</b>	SBS/18/MA/WAL/9306
<b>Framework Title</b>	Managed Print Services (MPS)
<b>Framework Summary</b>	<p>NHS Shared Business Services partner with Lexmark in managed print services under the Healthcare Content Management Systems framework agreement let by The Countess of Chester Hospital Commercial Procurement Services.</p> <p>This is a single supplier framework agreement for Managed Print Services, all goods and services are supplied by Lexmark.</p> <p>Lexmark offer unique managed print solutions tailored to the individual needs of each organisation that aims to replace an existing infrastructure of historic printers, copiers and other multifunctional devices with a new fleet of devices suited to the needs of the business.</p>
<b>Start Date</b>	13 February 2018
<b>Expiry Date</b>	12 February 2021, 2022 or 2023 (for 3, 4 or 5 years)
<b>Suppliers</b>	Lexmark International Limited
<b>Recommended Option</b>	No – this framework focuses on managed print solutions rather than reprographic services and non-reprographic services.

**Option 3.6**

<b>Organisation</b>	Eastern Shires Purchasing Organisation (ESPO)
<b>Recommended Option</b>	No – ESPO redirect to Crown Commercial Service RM3781 agreement (see option 3.1)

**Option 3.7**

<b>Organisation</b>	London Procurement Partnership (LPP)
<b>Recommended Option</b>	No – the LPP do not have any suitable print framework agreements to enable the council to procure its print document management services through.