

# Responsive Repairs, Voids & Planned Maintenance DPS

## GUIDE FOR SUPPLIERS



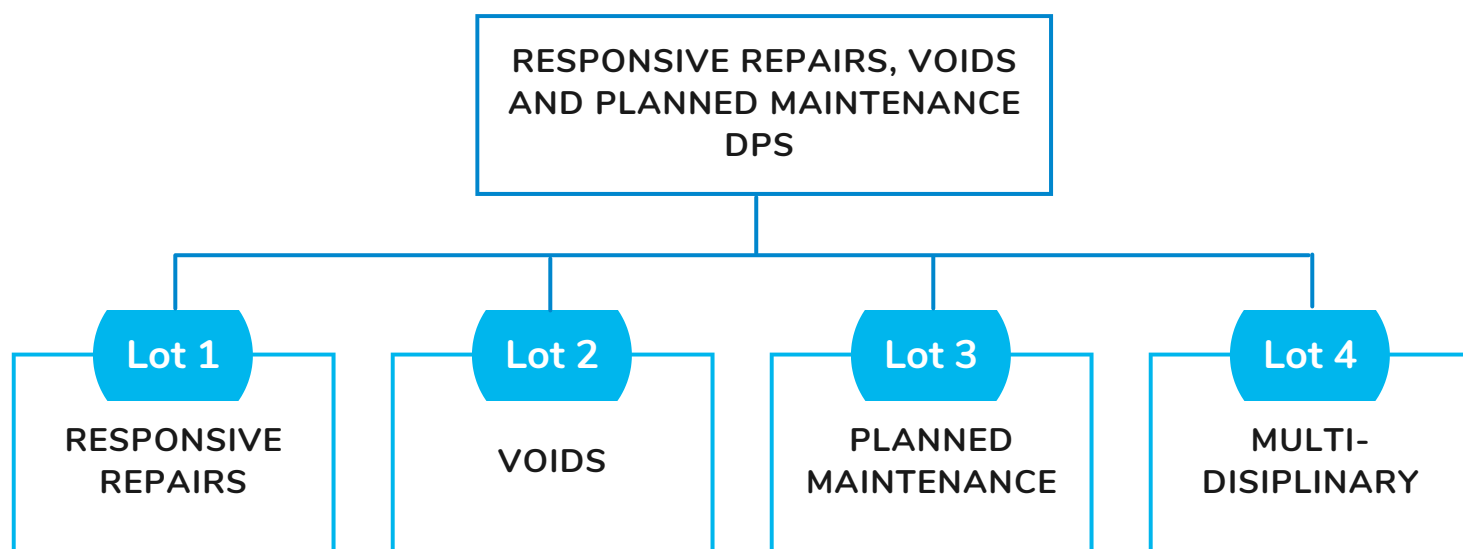
## ABOUT THE DPS

Our Responsive Repairs, Voids & Planned Maintenance DPS provides customers with a quick and compliant way to manage their projects.

Some aspects of the model are similar to a framework agreement - but an important difference is that suppliers can join or leave the DPS at any time. This provides you with greater flexibility. It also makes it easier for you to be included in tender opportunities for customers you have an existing relationship with.

The DPS covers responsive works, void works and planned works at a variety of different levels. We've designed it this way so that both smaller customers and suppliers can benefit. A range of suppliers of different sizes and relevant trades are a part of the DPS.

The DPS is for work packages over £25,000 (excluding VAT).



# HOW DOES THE DPS RUN?

We've published the DPS through Proactics – a procurement portal. It will run in two stages -

- **First is the initial set up stage which is now complete** - We asked tenderers to complete a Supplier Questionnaire online for evaluation. Successful tenderers were then appointed to the DPS.
- **Individual contracts are awarded during the second 'Further Competition' stage** - This is the current process. We now invite all suppliers on the relevant Lot to bid for customers' work. All call offs from the DPS have to be mini tenders - there is no direct award option available. SEC manage this process and initial point of contact if assistance or advice is needed.

**FTS Reference:** 2021S 000-016181

**Awarded:** 01/09/2021

**Expires:** 31/08/2026

## SCOPE OF WORKS

### Lot 1 - Responsive Repairs

This Lot covers numerous repairs customers regularly require. Suppliers in this Lot specialise in various work streams such as:

- |  |                          |
|--|--------------------------|
| • Scaffolding  | • Cleaning and Clearance |
| • Excavation and Earthwork   | • Glazing                |
| • Demolition   | • Plumbing and Heating   |
| • Drainage   | • Electrical Installs    |
| • Concrete work  | • TV aerials             |
| • Masonry work   | • Door Entry Systems     |
| • Roofing  | • General Maintenance    |
| • Woodwork   | • General Builders       |
| • Metalwork  | • Fire Doors             |
| • Finishing works<br>(plastering, rendering,<br>flooring, carpeting) | • Fire Alarms            |
| • Painting and Decorating  | • Security               |
|  | • CCTV                   |
|  | • Warden Call            |

The above list is not exhaustive and we welcome suppliers from all different work streams to join the DPS. We also welcome suppliers that can offer more than one type of service.





## Lot 2 - Voids

This Lot covers works required to empty properties. Voids are usually time sensitive as providers need to re-let the property quickly. Each individual customer will be able to specify the work needed and advise on the timescales. They will be able to specify one specific type of work, or several depending on their requirements.

Suppliers in this Lot specialise in various work streams such as:

- Scaffolding
- Excavation and Earthwork
- Demolition
- Drainage
- Concrete work
- Masonry work
- Roofing
- Woodwork
- Metalwork
- Finishing works (plastering, rendering, flooring, carpeting)
- Painting and Decorating
- Cleaning and Clearance
- Glazing
- Plumbing and Heating
- Electrical Installs
- TV aerials
- Door Entry Systems
- General Maintenance
- General Builders
- Fire Doors
- Fire Alarms
- Security
- CCTV
- Warden Call

The above list is not exhaustive and we welcome suppliers from all different work streams to join the DPS. We also welcome suppliers that can offer more than one type of service.



Lot 3 - Planned Maintenance

This Lot covers planned capital works. Contracts will usually cover complete renewals of property elements as outlined below. These may be individual element renewals, or a number of various properties which require the same improvement.

SEC customers are also able to have individual items completed on an adhoc basis, or enter into a formal contract to cover their requirements over a specific timescale. This provides greater flexibility.

Suppliers in this Lot specialise in various work streams such as:

- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"><li>• Refurbishments</li><li>• Kitchens &amp; Bathrooms</li><li>• Electrical Testing / Rewires</li><li>• Fencing &amp; Gates</li><li>• Drainage Installations</li><li>• Scaffolding</li><li>• Warden Call</li></ul> | <ul style="list-style-type: none"><li>• Concrete Repair Work</li><li>• Masonry / Stone Work</li><li>• Roofing</li><li>• Internal &amp; External Decorations / Repairs</li><li>• Windows &amp; Doors</li><li>• Passive Fire Protection</li></ul> | <ul style="list-style-type: none"><li>• Finishing Works (Plastering, Flooring etc)</li><li>• Cleaning &amp; Clearance</li><li>• Plumbing &amp; Heating</li><li>• TV Aerials</li><li>• Door Entry Systems</li><li>• CCTV Servicing &amp; Installs</li></ul> |
|---|---|--|

Lot 4 - Multidisciplinary

This Lot is relevant for customers that would like multiple types of works carried out under one agreement. The specification may include any combination of responsive works, voids or planned maintenance.

Customers will usually use this Lot to procure longer term arrangements with a specified timescale. This agreement is likely to be formalised through a contract.

The customer can decide to use the NHF schedule of Rates for specifying and costing the works. Or, they're able to use their own bespoke specification and pricing models for the work.





# APPLYING TO JOIN THE DPS

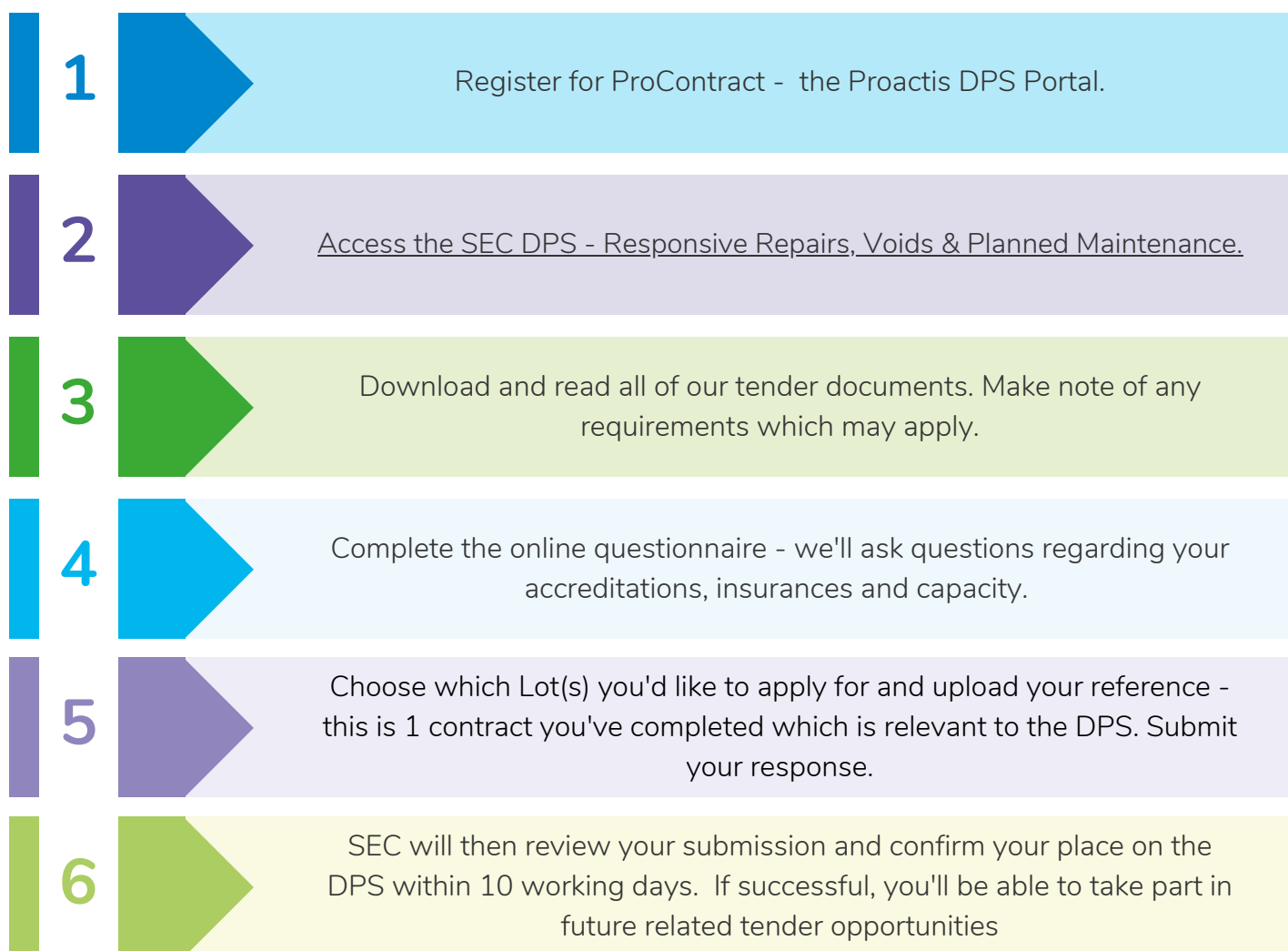
---

The benefit of a DPS means that you're able to join throughout its lifetime.

We've published the DPS through a procurement portal - ProContract. This is run by Proactis. There's also a link to the DPS on Find a Tender Service and Contracts Finder.

The process of getting a place on the DPS is quick and simple for contractors. We ask tenderers to complete a Supplier Questionnaire online for evaluation. If successful, tenderers will be appointed to the DPS and be able to take part in future tender opportunities.

It works is as follows:



**If you'd like to talk to us about this in more detail please get in touch.**



## HOW CUSTOMERS ACCESS THE DPS

---

When carrying out mini-tenders from our DPS, customers are able to bespoke the tender to align with their specific requirements.

Before we approach suppliers they need to complete a short form. It will provide us with all the information we need to progress to the next stage.

Each mini-tender we submit from each customer will include:

- Project details - including region and timescales
- Specification / Price Model
- Project Budget
- Evaluation information - Will tenders be evaluated by Price alone? Or, will there be a Cost / Quality split?
- Detail on how the quality element will be scored. Including quality questions and scoring matrix
- Financial checks
- Insurance levels
- Accreditations
- Contract forms

The Client will evaluate the bids and issue and award to the successful supplier. They will notify SEC of the decision.

We'll be able to run through this form with you and walk you through the process.