Buyer’s Guide for the Network Equipment Framework

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1 Scope of the Framework

This framework agreement has been set up by Jisc Services Ltd (JSL). The framework agreement will be for the supply and support of a broad range of wired and Wi-Fi network equipment including devices with Firewall capabilities, low-end customer premises equipment (CPE), mid-range enterprise, and high-end carrier-class type equipment supporting up to 100 Gigabit Ethernet and above. It also covers converged network adapters, interface modules, transceivers, access points, VoIP products, etc; and associated ancillary goods and services including, but not limited to software, cabling and installation. No other equipment can be purchased through the framework.

2 Who can use the framework

The scope of the framework covers purchases by JSL, Jisc and its members. It also covers purchases by Higher Education institutions, Further Education and Specialist Colleges and Research Council establishments in the UK, and by any other organisations connected to the Janet network, including Local Authorities, Regional Broadband Consortia, or other bodies whose core purpose is the support or advancement of further or higher education or of research.

Many of the above organisations are members of higher and further education purchasing consortia. These consortia are independent organisations that provide a wide range of collaborative purchase agreements to their member institutions. Any member of one of these consortia will be eligible to purchase from this framework by virtue of its membership, as will members of any other similar purchasing consortium in higher or further education that might be formed during the lifetime of the framework.

Membership lists for existing higher and further education purchasing consortia may be found at:

https://www.lupc.ac.uk/member-list
https://www.supc.ac.uk/about-us/our-members/our-members
http://www.nwupc.ac.uk/our-members
http://www.neupc.ac.uk/our-members
http://www.hepcw.ac.uk/members/
http://www.apuc-scot.ac.uk/#!/members

3 Duration of the Framework

The framework will run for an initial term of two years commencing on 1 October 2019. JSL will then have the option to extend the framework for a further two years up to 30 September 2023.
4 Compliance under EU procurement rules

This Framework was advertised in OJEU on 15 January 2019 under number 2019/S 010-018219 and tendered using the restricted procedure. A copy of the contract notice can be found at:


A copy of the contract award notice can be found at:

https://community.jisc.ac.uk/groups/network-equipment-framework/document/network-equipment-contract-award-notice

A copy of the Operational Requirement document can be found at:

https://community.jisc.ac.uk/groups/network-equipment-framework/document/network-equipment-or

5 Suppliers on the Framework

The framework has been separated into seven Lots and we have produced table of which suppliers are capable of supplying equipment under each Lot and the first ranked supplier on each Lot is marked "1st". This table can be found at:

https://community.jisc.ac.uk/groups/network-equipment-framework/document/network-equipment-list-suppliers-lot

Update January 2020 – Lot 8 Efficient IP has been removed as the vendor and supplier are no longer partnering. As there was only one supplier on this Lot, it has been removed completely.

Update December 2020 – Lot 8 Aerohive has been removed as Aerohive were acquired by Extreme. Extreme have advised that Aerohive has been re-branded Extreme Networks, and there will be no separate Aerohive product or solution.
5.1 Supplier Contact Details

<table>
<thead>
<tr>
<th>Company name</th>
<th>Buyer Email address</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIT Partnership Group</td>
<td><a href="mailto:sales@ait-pg.co.uk">sales@ait-pg.co.uk</a></td>
</tr>
<tr>
<td>Ampito Ltd</td>
<td><a href="mailto:JISC@ampito.com">JISC@ampito.com</a></td>
</tr>
<tr>
<td>Axians Networks Ltd</td>
<td><a href="mailto:UKPublicSectorSales@axians.co.uk">UKPublicSectorSales@axians.co.uk</a></td>
</tr>
<tr>
<td>CAE Technology Services</td>
<td><a href="mailto:frameworks@caeuk.com">frameworks@caeuk.com</a></td>
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<tr>
<td>CDW Ltd</td>
<td><a href="mailto:Tenders@uk.cdw.com">Tenders@uk.cdw.com</a></td>
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<tr>
<td>Circle IT Solutions Ltd</td>
<td><a href="mailto:sales@circleit-co.uk">sales@circleit-co.uk</a></td>
</tr>
<tr>
<td>Dell</td>
<td><a href="mailto:Strategic.Pursuits@Dell.com">Strategic.Pursuits@Dell.com</a></td>
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<tr>
<td>ePc Network Support</td>
<td><a href="mailto:JISC@epic.uk.net">JISC@epic.uk.net</a></td>
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<tr>
<td>European Electronique</td>
<td><a href="mailto:sales@euroele.com">sales@euroele.com</a></td>
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<tr>
<td>Freedom Communications Ltd</td>
<td><a href="mailto:bid.management@freedomcomms.com">bid.management@freedomcomms.com</a></td>
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<tr>
<td>GBICS.com Ltd</td>
<td><a href="mailto:jisc@gbics.com">jisc@gbics.com</a></td>
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<tr>
<td>IGX Global</td>
<td><a href="mailto:Team-JISC@eplus.com">Team-JISC@eplus.com</a></td>
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<td>IP Performance Ltd</td>
<td><a href="mailto:sales@ip-performance.co.uk">sales@ip-performance.co.uk</a></td>
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<td>Khipu Networks</td>
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<td><a href="mailto:jiscquotes@netconnection.co.uk">jiscquotes@netconnection.co.uk</a></td>
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<td>Softcat Plc</td>
<td><a href="mailto:psitq@softcat.com">psitq@softcat.com</a></td>
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<tr>
<td>Specialist Computer Centres (send to both addresses)</td>
<td><a href="mailto:education@scc.com">education@scc.com</a></td>
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<td></td>
<td><a href="mailto:Frameworksales@scc.com">Frameworksales@scc.com</a></td>
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<td>Stone Computers Ltd</td>
<td><a href="mailto:tenders@stonegroup.co.uk">tenders@stonegroup.co.uk</a></td>
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<td>Switchshop Ltd</td>
<td><a href="mailto:jiscquotes@switchshop.co.uk">jiscquotes@switchshop.co.uk</a></td>
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<td>Telent</td>
<td><a href="mailto:salessupport@telent.com">salessupport@telent.com</a></td>
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<tr>
<td>The Networking People (NorthWest) Ltd</td>
<td><a href="mailto:tenders@tnp.net.uk">tenders@tnp.net.uk</a></td>
</tr>
<tr>
<td>Xchanging Global Insurance Solutions Ltd (trading as Data Integration, a DXC Technology Offer)</td>
<td><a href="mailto:sm.DISalesSupport@dxc.com">sm.DISalesSupport@dxc.com</a></td>
</tr>
<tr>
<td>XMA Ltd (send to all 3 addresses)</td>
<td><a href="mailto:Bidteam@xma.co.uk">Bidteam@xma.co.uk</a></td>
</tr>
<tr>
<td></td>
<td><a href="mailto:HEsales@xma.co.uk">HEsales@xma.co.uk</a></td>
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<tr>
<td></td>
<td><a href="mailto:Schools.Internal@xma.co.uk">Schools.Internal@xma.co.uk</a></td>
</tr>
</tbody>
</table>

6 How the Framework operates

For Lots 1-7 there will be a Preferred Supplier out of the maximum of 5 Suppliers. The Preferred Supplier will be the Supplier awarded the highest tender score at the establishment of the framework.

For Lots 1-7 the Buyer shall award to the Supplier who is considered to provide the most economically advantageous tender. This will either be:
i. Directly to the Preferred Supplier without reopening competition;

or

ii. As a result of running a mini-competition against its specific requirement with all capable Suppliers in that Lot.

For Lot 8 all the Suppliers will have equal ranking:

• Where there is only a single Supplier of a proprietary product the Buyer may make a direct award.

• Where the requirement can be met by more than one Supplier, all capable suppliers will be invited to take part in a mini competition. Capable suppliers are those judged by the Buyer to be capable of delivering its specific requirements.

When reopening competition, each Buyer must use the evaluation criteria used to establish the Framework (refer to Section 7). The weightings may be varied as appropriate to the requirement.

7 Evaluation criteria

When reopening competition, each Buyer must use the evaluation criteria used to establish the framework agreement. The weightings can be varied by up to 20%:

<table>
<thead>
<tr>
<th>Award Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical</td>
<td>50%</td>
</tr>
<tr>
<td>Charges</td>
<td>50%</td>
</tr>
</tbody>
</table>

The total of the weightings should add up to 100%

8 Terms and Conditions

The JSL framework agreement incorporating the pro forma call-off contract, signed by JSL and each supplier will govern all business conducted under the framework. A copy of the generic agreement can be found at:


The proforma contract in schedule 1 of the framework agreement will form the basis of any call off awarded. Specific details will be agreed between the supplier and the Buyer and inserted into the call off contract where indicated. A copy of the proforma call-off contract can be found at:

https://community.jisc.ac.uk/groups/network-equipment-framework/document/network-equipment-call-contract
9 Placing a simple order for equipment under this framework

Section 6 outlines all the options available under the framework in terms of direct appointment or mini competition.

If the Buyer wishes to raise a Request for Quote (RFQ) for a simple order of equipment, then the request should include a clear return date and any late quotes should not be considered. JSL would recommend giving suppliers a maximum of 3 working days to respond to requests for simple orders. The Buyer should clearly state if any weighting has changed from JSL's original weighting. We would also strongly encourage purchasers to run their own credit checks at the point of use and balance any financial risk of the supplier with the associated business risk of the purchase.

Should the Buyer wish to proceed and place an order with the chosen supplier, the Buyer must use the Pro-forma Contract with Customers. Suppliers not chosen, in the event of a mini competition, should be sent rejection correspondence.

Please ensure that in all instances you make it clear you are using the Jisc Network Equipment Framework.

10 Running a mini-competition under this framework

1. Establish the requirement.

2. Develop the mini-competition document:
   a. Create a specification for the requirement.
   b. Decide on a return date for tenders. Depending on the complexity of the requirement, we would recommend a minimum of 3 working days with 3-4 weeks on more complex project work requiring a site visit prior to the supplier’s response.

3. Decide which Lot is appropriate or if a mini competition will be run across multiple Lots. If you are choosing multiple Lots, then each chosen Lot will be a distinct mini-competition in its own right.

4. Issue the specification to all capable suppliers on the relevant Lot(s) of the framework agreement. It would be advisable to make clear in any documentation issued that you reserve the right to make no award.

5. Open tenders after the published deadline and evaluate tenders. The formula used to evaluate charges is: Lowest price/price being evaluated x % weighting agreed for the Charges. For evaluations across multiple Lots, each Lot stands alone and should be assessed entirely independently of the others. (JSL has already assessed the successful suppliers' capacity and capability using the selection criteria of personal situation of the candidate or tenderer, economic and financial standing, technical capability and experience. We would, however, strongly encourage purchasers to run their own credit checks at the point of use and balance any financial risk of the supplier with the associated business risk of the purchase.)

6. Issue award or regret letters as appropriate to all bidders.

For above threshold orders: In addition to steps 1 – 6, following the implementation of the remedies directive Buyers must include in the letter a summary of the reasons for the rejection of the tender, the characteristics and relative advantages of the tender selected and the name of the successful tender. The letter should also include a precise statement of
the exact standstill period applicable. The standstill period must run for at least 10 calendar days between the date of despatch of this information and the date on which it proposes to enter into the contract (place the order).

Please note: For call-offs under the framework that are above the threshold the ten-day mandatory standstill should be applied. The debrief for above threshold call-offs is the letter that is issued at the start of the standstill period that includes a summary of the reasons for the rejection of the tender, the characteristics and relative advantages of the tender selected and the name of the successful tender. The letter should also include a precise statement of the exact standstill period applicable.

7. Place an order using the Pro-forma Contract with Customers, completing the sections highlighted in yellow.

Frameworks do not create any contractual obligations but a call-off does. By placing a call-off contract with a supplier from a framework the Buyer is making a commitment to purchase the specified goods/services from that supplier.

11 The benefits of using the Framework

- Frameworks are faster and less onerous than a full tender process.
- There is no need to advertise the requirement in the European Journal (OJEU).
- Although the basic contract terms will have been established a mini-competition enables the Buyer to refine its exact requirement.
- Having a range of suppliers on the framework provides increased choice and competition for the Buyer and a better chance of achieving best value for money.
- JSL has already assessed the successful suppliers’ capacity and capability using the selection criteria of personal situation of the candidate or tenderer, economic and financial standing, technical capability and experience. (We would, however, strongly encourage purchasers to run their own credit checks at the point of use and balance any financial risk of the supplier with the associated business risk of the purchase.)
- The terms and conditions of the Agreement have already been established. There is no need for Buyers to negotiate on contract terms with suppliers.
- Following the guidelines below and elsewhere in this Buyers’ Guide will help ensure that the Buyer adheres to EU procurement legislation.

12 Contacting JSL in connection with the framework

Queries about the framework or feedback about suppliers should be directed to frameworkcontracts@jisc.ac.uk