

## NWUPC Ltd SME Statement - 2020

### Introduction

NWUPC Ltd is a not for profit organisation limited by member guarantee working predominately in the North West region on behalf of Higher Education Institutions but with a commodity specific national reach. We have 24 full members who own NWUPC as well as additional associate and affiliate members who utilise our services but do not have voting rights.

The aim of NWUPC Ltd is to provide a structure for higher education institutions mutually to secure value for money in matters relating to the procurement of goods and services.

We understand that to offer the best value for money for our members we need to engage with suppliers of all sizes and make it easier for Small and Medium Enterprises (SMEs)<sup>i</sup> to tender for HE Frameworks. We currently have a supplier base of 169 companies including organisations of various structures and sizes with currently 78% of these classed as SMEs.

### NWUPC's Commitment to SME's

NWUPC recognise that SMEs can offer members greater flexibility, expertise, service and customisation but often have difficulties accessing public sector contracts. NWUPC is committed to removing the barriers for SMEs to engage with our framework agreements and promote easier access for small businesses where they offer members better value for money.

NWUPC is committed to reducing the barrier for SME's by:

- Rationalising the requirements of the documentation for all Frameworks and ensuring that criteria set does not directly or indirectly disadvantage SMEs.
- Considering the business needs of the small enterprise and taking them into account when designing the procurement process on a commodity specific basis.
- Pre-engaging with SMEs to ensure they are aware of future opportunities and how to complete tender documents.
- Making opportunities easier to find by making them all accessible on one free of charge online portal.
- Simplifying the use of e-tendering to reduce the administrative burden of completing and submitting tender responses.
- Making sure small firms are treated fairly by including prompt payment terms in the conditions of the Framework Agreement.

- Working with members to draw on their supplier base to generate interest in advertised opportunities.

### Endorsement

The SME statement and the commitment by NWUPC Ltd is led by the Head of Strategic Procurement. It is fully embedded within all contracting operations and will be carried out by the Category Managers who will consider all relevant sustainability commitments in their frameworks and ensure they meet the objectives set.

### Communication

The SME Statement is publicly available on the NWUPC Ltd’s website and is communicated via the e-newsletter. NWUPC is an active member of the UKUPC Responsible Procurement Network which works to drive collaborative sustainability practices throughout the consortia. NWUPC also supports the work of the HEPA National Responsible Procurement Group. NWUPC also produces a voluntary Modern Slavery Statement which is available on the NWUPC Ltd website.

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<sup>i</sup> The European Commission states the following factors determine an SME classification:

<b>Company Category</b>	<b>Employees</b>	<b>Turnover</b>	<b>or</b>	<b>Balance Sheet</b>
<b>Medium</b>	≤ 250	≤ € 50m		≤ € 43m
<b>Small</b>	≤ 50	≤ € 10m		≤ € 10m
<b>Micro</b>	≤ 10	≤ € 2m		≤ € 2m