



Buying Civica Software and Services using framework agreements

A guide for public sector buyers



ESPO framework

Purchasing and supply consortium ESPO is owned by the county councils of Cambridgeshire, Leicestershire, Warwickshire, Lincolnshire and Norfolk, and the city council of Peterborough.

ESPO framework agreements can be **used by any public sector body in the UK**.

Agreements

Using the button below, you'll find an overview of the ESPO framework agreement.

Electronic document scanning solutions — Framework 390

Electronic document scanning solutions — Framework 390



You can buy Civica software and services under the following lots:

Lot No.	Lot name	Civica UK
1	Total document management solutions (including provisions for the supply of electronic data and records management (EDRM) software)	Documents, Cito
2	Scanning services (excluding provision of software)	Digital360
4	Independent scanning consultancy services	Digital360

How to buy

✓ Call-off

✓ Further competition

- ▶ Complete the Customer Access Agreement and return it to ESPO.
- ▶ Review the User Guide to work out whether your needs can be met by a single supplier, or whether you need to conduct a further competition.
 - If a single supplier can meet your requirements, place an order with that supplier (call-off).
 - If you need to conduct a further competition, seek quotations from all the suppliers that can meet your requirements in your location.
- ▶ Complete and return the Confirmation of Award form.

[Visit framework](#)

Benefits of procuring via a framework



Speed and convenience

Frameworks are faster, cheaper and more convenient than other procurement routes



No charge

Buyers don't have to pay to use a framework agreement



Ease of use

Buying from a framework agreement is as easy as picking products and services from an online catalogue



Built-in compliance

Framework agreements comply with UK/EU procurement legislation, so you don't have to run a full EU procurement process



Peace of mind

The suppliers on framework agreements have been vetted; are actively managed; and comply with a range of accreditations, standards and legislation



Favourable Ts&Cs

Frameworks offer pre-agreed standard terms and conditions, so you don't have to negotiate them yourself. You can be confident that the negotiated terms and conditions are fair



Competitive pricing

Suppliers on framework contracts offer competitive, controlled prices which may go down



Contract length

Contract lengths depend on the framework agreements and can run for up to seven years

CIVICA

