



EDUCATION PROCUREMENT
SERVICE (EPS) LEVERAGING RELATIONSHIPS
TO OPTIMISE VALUE NETWORKS

AN tSEIRBHÍS UM SHOLÁTHAR
OIDEACHAIS

NEWSLETTER

Issue 1: December 2019

IN THIS ISSUE:



⚙️ **EPS Communication
& Engagement,
Events 2019**



⚙️ **Category
Management
Strategy – An
Introduction**



⚙️ **What's new on the
EPS Website?**



⚙️ **EPS award winners
"Best Green
Procurement Project
of the Year"**



⚙️ **Walktober 2019, EPS
teams reached over
500,000 steps**

TIPS FOR COMPLIANT SPEND

- 1 Identify recurring spend
- 2 Assess upcoming end-dates of supply contracts with the view to plan
- 3 Keep an eye on low-value spend and associated creep
- 4 Encourage dialogue across departments who have similar areas of spend
- 5 Put supply contracts in place for long-term arrangements
- 6 Analyse your supply base from whom you request 3 quotes if possible
- 7 Submit Procurement Support Request forms

Introduction

Welcome to the first issue of the Education Procurement Service quarterly newsletter. We hope that you will find these periodicals both informative and useful in achieving the best outcomes possible for your organisation. If there is anything you would like to appear in the newsletter we'd love to hear from you.



PHILIP GURNETT, EPS Director

Who We Are

In 2014, the Department of Education & Skills (DES) mandated the Education Procurement Service (EPS) as the Education Sector Hub under the national procurement model. EPS is one of the four sector-hub procurement functions comprised of Education, Health, Defence and Local Government. They operate together with the Office of Government Procurement (OGP) under the national procurement model as part of the Government's Public Service Reform agenda.

The Team



BACK ROW (L-R): Gerry Kennedy, Maria Cooney, Maria Owens, Ann Murray, Linda Maher, Eimear Brennan, Siobhan Ryan, Colette Gallagher, Louise Mangan, Marissa Staunton, Dorothy Walshe.

FRONT ROW (L-R): Neil McCarthy, Denise O'Malley, Philip Gurnett (EPS Director), David Mangan, Bridget Keenan.



What went on in 2019

Planning for success and compliance within procurement was the emphasis that ran throughout all the events held during 2019.

EPS support the ongoing development of the reform programme by active engagement and partnership with Higher Education Institutes, Education Training Board's, schools and other education bodies and their suppliers.

March 2019

Laboratory Supplier Communication Day

This event was an important part of the Education Procurement Service partner engagement process and will contribute to the development of the Category Management Strategy for Laboratory and Research.



Opening the session was Philip Gurnett, EPS Director and Head of Sourcing Education. The theme of his speech was *"Intelligent strategies to meet new challenges"*.

Some of the topics dealt with on the day included:

- The Lab Operation – How it works
- Laboratory Category Management Strategy

There was an open panel discussion and Q&A about Lab/Research, Operations and Procurement and also the implementation of Category Management in the Public Sector Procurement model.

April 2019

Education & Training Boards of Ireland (ETBI) Conference

The Education Training & Training Boards of Ireland ran a very successful conference with valuable insights into the need for good governance, consistency and transparency in the expenditure of public funds, the achievement of procurement compliance and the need for good planning to achieve corporate goals. EPS partnered with the ETBI to develop the Education and Training

Board's (ETB) Corporate Procurement Plan (CPP) template and Multi Annual Procurement Plan (MAPP), tailored specifically to meet the needs of the ETBs. The CPP and MAPP templates were rolled out to the ETBs as part of a Corporate Procurement Pack.



Nessa White, General Secretary Education & Training Boards gave the official welcome.

The feedback overall was extremely positive. Delegates were happy with the CPP & MAPP and felt it was a positive step towards establishing a procurement process throughout the education sector that is compliant, intelligent and efficient leading to best practice which will result in saving funds within the public sector.

May 2019

Higher Education Procurement Summit "Planning for Success: Compliance & Adding Value"

EPS were delighted to run this third summit in partnership with the Higher Education Authority.

Minister for Education Joe McHugh provided the keynote address emphasising the importance of procurement in the public sector especially in relation to ensuring value for money which is in the best interest of the taxpayer.

The feedback from the day was that it was a very informative and successful summit which provided an opportunity to reflect on the successful collaboration between EPS & Higher Education stakeholders.

It emphasised the importance of planning for the future, to ensure better outcomes through the delivery of value for money savings as well as consideration of social and environmental factors to help promote sustainability.



All the Team at EPS wish you and yours a very Merry Christmas

Category Management Strategy Template

EPS is leading the development of a strategic Category Management template aimed at procurement staff. The strategic Category Management approach aims to ensure that a national review is taken of major spend categories in order to drive compliant spend, maximise value-for-money in aggregation and consolidation terms, and realise category management benefits in practical terms. Our template aims to support procurement managers to develop practical Category Sourcing strategies.

To commence this programme, the EPS has conducted an in-house category management and planning exercise on one of its own spend categories: Laboratory/Research.



Stay tuned to the EPS website, Twitter handle and LinkedIn pages for updates on the progression of Category Management strategy and all news related to EPS operational projects!

UPCOMING FRAMEWORKS

- Provision of Electrical Components and Consumables, Q1 2020
- Provision of Laboratory/Research Consumables and Equipment, Q1 2020
- Supply of Library Goods, Q4 2019
- Supply of Library Journals and Periodicals, Q4 2019
- Supply of Livestock Feed & Fertiliser, Q12020

The template outlines the approach taken by the EPS project team in relation to this category, by conducting a root-and-branch examination of the historical, present and future elements of the Laboratory/Research category using project management processes and procedures. The underlying mission of this examination is to create a generic category management template for adoption across all sixteen spend categories under the national procurement model.

We will publish and share our template User Guide with interested parties in the New Year.

CATEGORY MANAGEMENT IN PUBLIC PROCUREMENT



All the Team at EPS wish you and yours a Prosperous New Year

What's new on the EPS Website

The EPS website, educationprocurementservice.ie was launched in 2018. Our goal was to create a user-friendly browsing experience for our trusted and valued stakeholders within education and the public sector. It is a procurement resource and reference point for our valued customers. We are refreshing the site and adding many more links, watch out for a new search feature to improve access and ease of navigation throughout the site.

Through our site, you can access links to the latest EPS frameworks and arrangements including guidelines on how to drawdown off each contract. To view the EPS Frameworks currently available click on the following link. [Current Frameworks and Arrangements in EPS](#)

November 2019 National Procurement Awards

The tenth annual National Procurement Awards ceremony took place on Thursday, November 14th, at the Ballsbridge Hotel, Dublin.



EPS were delighted to be the recipient of "Best Green Procurement Project of the Year". This was a great win for EPS following on from our previous successes, 'Best Procurement Team of the year' twice, which we won in 2016 & again in 2018 & 'Best People Development Initiative' in 2018.

Best Green Procurement Project is a significant and prestigious award for EPS to win, particularly as the project was completed in partnership with UL and focused on the "reduction of single use plastic on campus".

The project aligns UL Buildings and Estates and EPS in achieving the objectives set by the UL president, the DES and government policy on the environment.

EPS taking part in Walktober



Walktober is run throughout October, it is a month of activities that celebrate walking, and a great opportunity to create some 'buzz' amongst the community. EPS had two teams involved in the 2019 Walktober and we were delighted to reach over 500,000 steps.

EPS Team giving back for Christmas



The EPS team organised a Christmas charity donation to give much needed funds to a local charity. Olive Foley, Ambassador of the Children's Grief Centre was delighted to pop in for the Christmas photo and collect on behalf of the Children's Grief Centre. *"I'd like to thank all the team at EPS for organising this fun way of donating to charity. There are many children in need and on a waiting list as the resources are not there to provide a large enough centre to facilitate them all. Every little amount that people donate is greatly appreciated. Thank you EPS"*

TESTIMONIAL

"I had the pleasure of working with the EPS to deliver a high-impact project focussed on dramatically reducing single-use plastics at UL. Working with the EPS to ensure the appropriate specifications were included as part of the procurement has facilitated the ongoing effectiveness of the project to be quantified. The EPS approach to the procurement process was collaborative throughout and underpinned by an easy to follow roadmap. The EPS were professional, courteous and efficient and I look forward to working with them in the future."



CHRIS FOGARTY
Energy Manager/ Quality Team Leader

For your general enquires, specific feedback or suggestions on how we can improve our service to you, please contact us:

Education Procurement Service, IBC Block 2, Office 10, University of Limerick, Castletroy, Limerick, V94 Y985, Republic of Ireland

Tel: +353 61 233 715

Email: info@educationprocurementservice.ie



www.educationprocurementservice.ie

