

# East Sussex County Council

Market Engagement Events  
February 2020

Passenger Transport Services



# Introduction

- House Keeping –Fire, Phones etc
- What are we doing?
- ESCC and *adam* Project Team



# Background and Current Process

- The current online platform for tendering has been in place since 2015!
- It is currently not fit for purpose so we are moving across to a modern system.
- The move to the current system was difficult and required operators to do a lot of work to start tendering.
- Even once operators had joined the system is slow and difficult to use



# What this means for you

- We have decided to move to a new system for tendering that is modern, intuitive and comes both with support to help move every operator across but also ongoing support with tendering!
- You will need to register with the new system to both continue delivering your current routes and tender for new work.
- The new system is easier, faster and it will help you both with invoicing and with compliance to our contract terms.





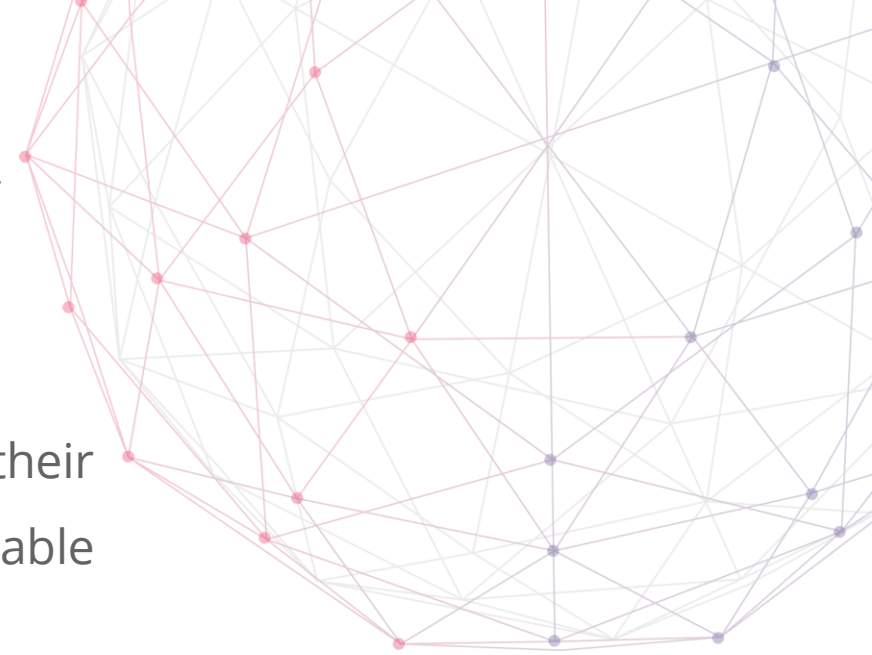
East Sussex County  
Council

*Passenger  
Transport Services*

*adam*

*Hello*

*we are adam – enabling individual wellbeing*



Our Human Touch Technology™ service connects individuals (and their advocates) - with professionals and a dynamic supply network to enable improved individual wellbeing

*adam* – the company who runs the SProc.Net system

SProc.Net - the system used to manage the DPS

Dynamic Purchasing System (DPS) - Electronic procurement model

*adam*

# Terminology

- Demand.sproc.net - This website is home to all documents & guides relevant to this DPS
- Accreditation and Enrolment (A&E) – Selection criteria required to become an approved Supplier on Sproc.Net.
- Requirement – A route which needs to be delivered
- Offer – A tender response
- Service Agreement (SA) – a contract
- Service Receipt (SR) – the receipt/invoice for the delivery of the package.
- Self Bill – System Generated Invoice.

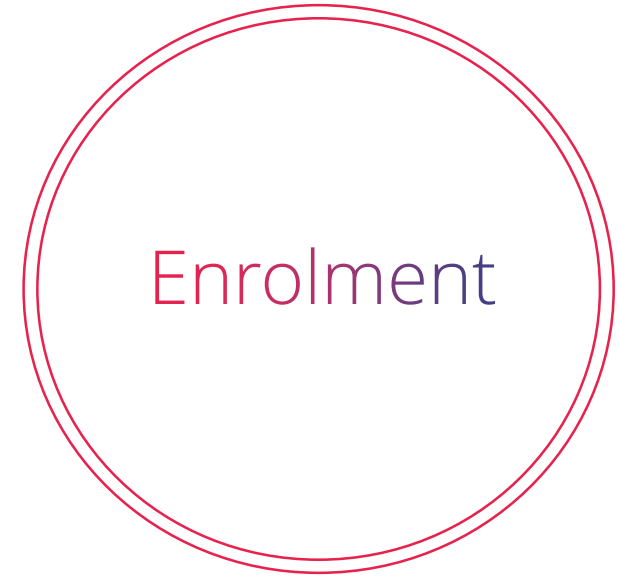
# Becoming an Approved Supplier



Enter Company Details



25 Questions (max)



Questions and documentation submitted for review

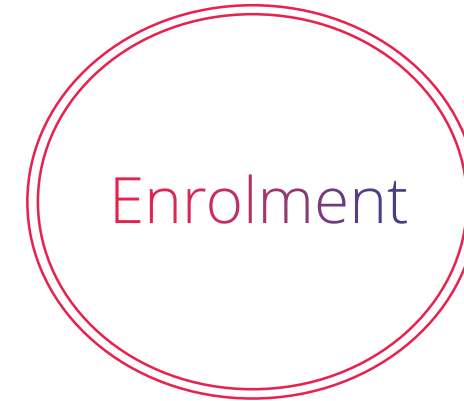




# Accreditation and Enrolment



1. Supplier Agreement – tick boxes
2. Declaration Agreement – tick boxes
3. Sub-contractor document – only if applicable



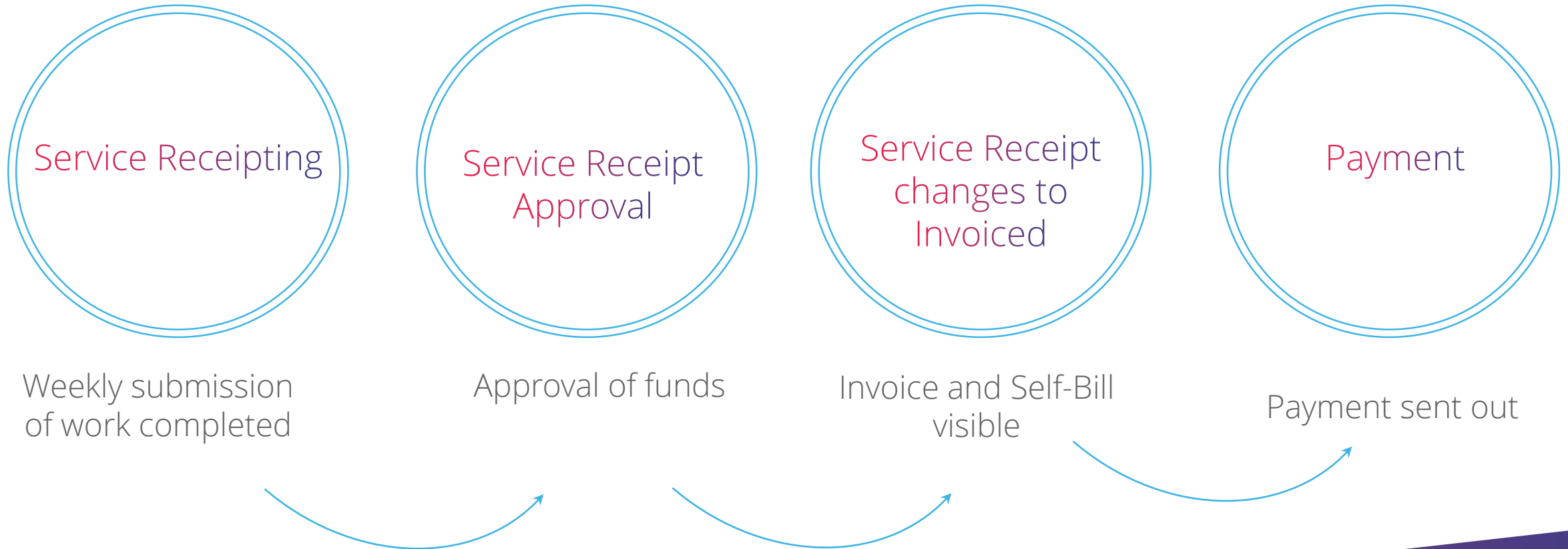
1. Contract Examples – up to 3 examples
2. Business Continuity Plan – bad weather, staff shortages etc
3. Operator Licence/s – private hire/hackney carriage/ PSV
4. Employer's Liability Insurance - £10m
5. Public Liability Insurance - £10m
6. Financial Documentation – 2 years accounts (1 doc)

# Registration, Accreditation and Enrolment Demonstration

# Submitting an Offer

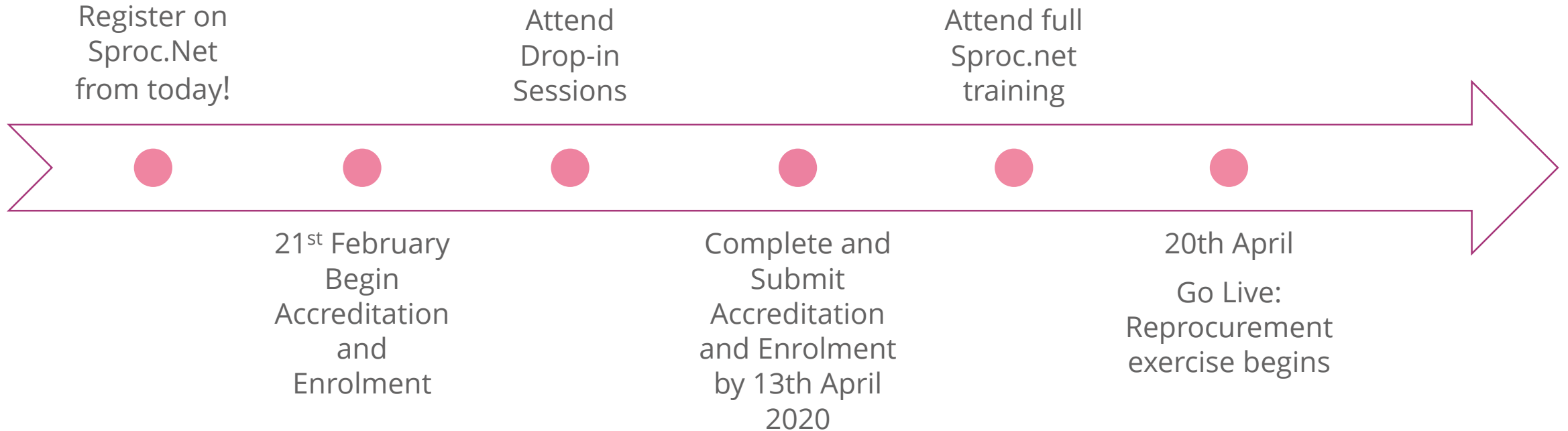


# Billing



# Next Steps

View all documentation and guides at <http://demand.sproc.net/Clients>



# Help & Assistance

For queries regarding your Accreditation & Enrolment applications please contact *adam*:

E: [supplier.engagement@useadam.co.uk](mailto:supplier.engagement@useadam.co.uk).

T: Chloe – 07850 913 121

For any clarifications on the contracts, please email East Sussex County Council:

E: [Robert.Sullivan@eastsussex.gov.uk](mailto:Robert.Sullivan@eastsussex.gov.uk)

*Any Questions?*

*adam*