



Department  
for Education

# **Redimo2 Supplier Guidance – Education & Children’s Social Care Framework (ECSC) membership The Dynamic Purchasing System**

**February 2016 (Updated January 2020)**

# Contents

1 Introduction	3
2 Accessing the ECSC framework	4
2.1 Registering your interest	5
2.2 Raising an enquiry	5
2.3 Withdrawing your interest	6
3 Viewing your ECSC application form	7
4 Completing your application	8
4.1 Downloading the documentation	8
4.2 Classifications	8
4.3 Mandatory Questions	9
4.4 Submitting your application	9
5 Reviewing/Updating your category codes	10

# 1 Introduction

The ECSC Framework is a platform within Redimo2 for the Department for Education to procure associates with specialist skills specific to Educational & Children's Social Care Services. Membership to the framework allows associates to receive invitations to bid for opportunities against the skill sets (referred to as categories) they have applied for. The ECSC Framework will expire in March 2021.

This Framework allows the Department for Education to effectively engage with a range of professionals across a variety categories including: Assessors, Brokers, Coaches, Children's services commissioners, Children's social care intervention advisers, Development of practitioner networks, Evaluators, Facilitators, Mentors, Practitioners, Programme design and development, Quality assurance, Researchers, Speakers, Operational development and delivery, Trainers and Writers.

## 2 Accessing the ECSC framework

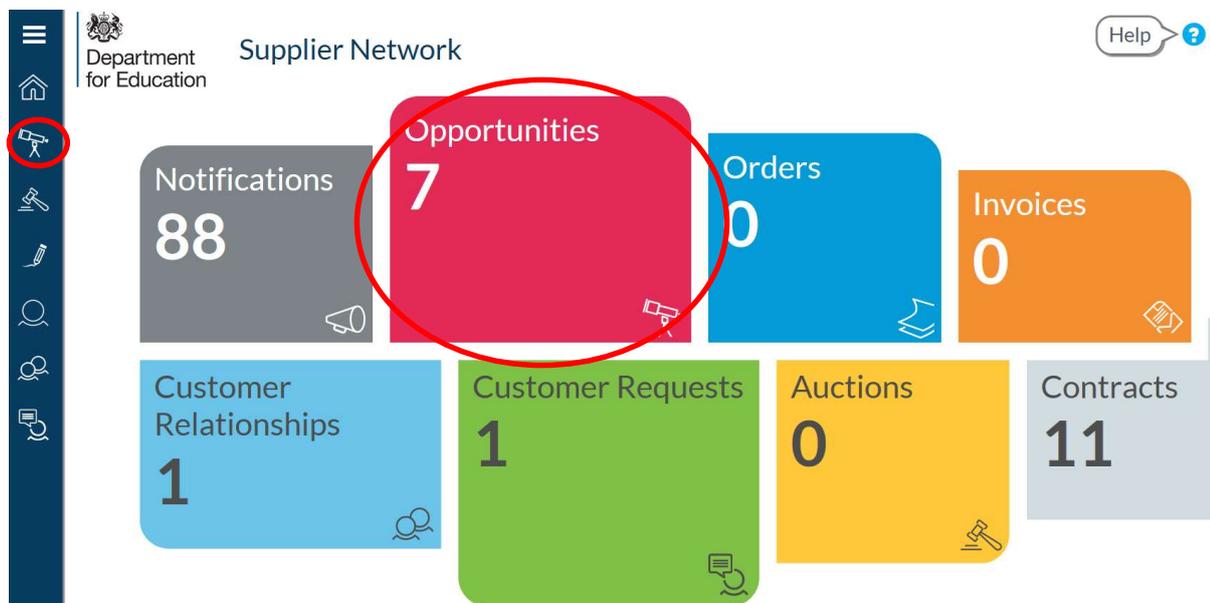
Please log onto the supplier self service area of Redimo2 via the following link:

<https://supplierlive.proactisp2p.com/Account/Login/?cid=DFE>

NOTE: If you have yet to register on Redimo2, please find guidance on how to do this on the GOV.UK website



Once on the main homepage, please navigate to the opportunities section, either by selecting the button in the centre of the screen or selecting the option on the vertical toolbar.



To view all departmental opportunities, please search for 'Department for Education' in the search facility provided. This will include the 'Education and Children's Social Care (ECSC)' advertisement.

Department for Education  
Your Opportunities

From here you can review the requests that have been sent to you by customers and create responses.

department for education

Reference	Customer Name	Title	Type	Closing Date	Time Remaining	Show Me
SRMT1000092	Department for Education	DPS test	Advertised	01/11/2019 23:59	More than a year	
DPS101	Department for Education	Education & Children's Social Care Framework (DPS)	Advertised	11/03/2020 23:59	More than a year	

To read more about this opportunity, please click the corresponding 'Show Me' arrow in the far right column.

## 2.1 Registering your interest

To register your interest, simply access the full notification (as directed in section 2) and click the 'Register Interest' button.

DPS101 Department for Education Education & Children's Social Care Framework (DPS) Advertised 11/03/2020 23:59 More than a year

Opportunity | DPS101

Description

The purpose of this notice is to advertise the opportunity for participants to express an interest in joining the new Education and Children's Social Care (ECSC) Framework. This will replace the existing Operational Associates Framework.

What does this mean?

The current Operational Associates Framework will expire as of midnight on the 1st March 2016. As a result, it is recommended that participants register their interest for the ECSC Framework from the 1st February 2016.

The ECSC Framework will allow the Department for Education to effectively engage with a range of professionals across a variety of role categories. These categories include Assessors, Brokers, Coaches, Development of practitioner networks, Evaluators, Facilitators, Mentors, Practitioners, Programme design and development, Quality assurance, Researchers, Speakers, Operational development and delivery, Trainers and Writers.

Three new categories will also be included within the ECSC Framework and these are Children's services commissioners, Children's services trust professional, legal and recruitment support and Children's social care intervention advisers. Categories should be added within the 'customers' section of your account.

What are the next steps?

The next step is for participants to express an interest in joining the ECSC Framework. The system will be available for participant expression of interests from the 1st February 2016. Applicable participants will be invited to apply for ECSC membership within 48 hours of submitting their interest.

The initial window for membership applications will close on the 15th February 2016 and these will be appraised between the 15th February 2016 and the 11th March 2016, when the system will go live. To ensure applications are appraised prior to the ECSC Framework going live, we would strongly encourage you to apply prior to this deadline.

The system does, however, remain open to new members throughout its duration.

Contract Start Date  
11 March 2016

This will notify the system administrators of your interest in becoming a member of the framework. The administrator will then send you an invitation to apply for membership via a system generated e-mail.

The SLA for extending this invitation is 3 working days. If you fail to receive this invitation within this window, please contact [commercial.contactpoint@education.gsi.gov.uk](mailto:commercial.contactpoint@education.gsi.gov.uk).

## 2.2 Raising an enquiry

Once you have registered your interest (see 2.1), you are able to raise enquiries via the system relating to this DPS. This can be done by clicking the 'new message' button.

It is however advisable on this occasion that you contact the commercial contact point directly (see above) as this mailbox is monitored daily.

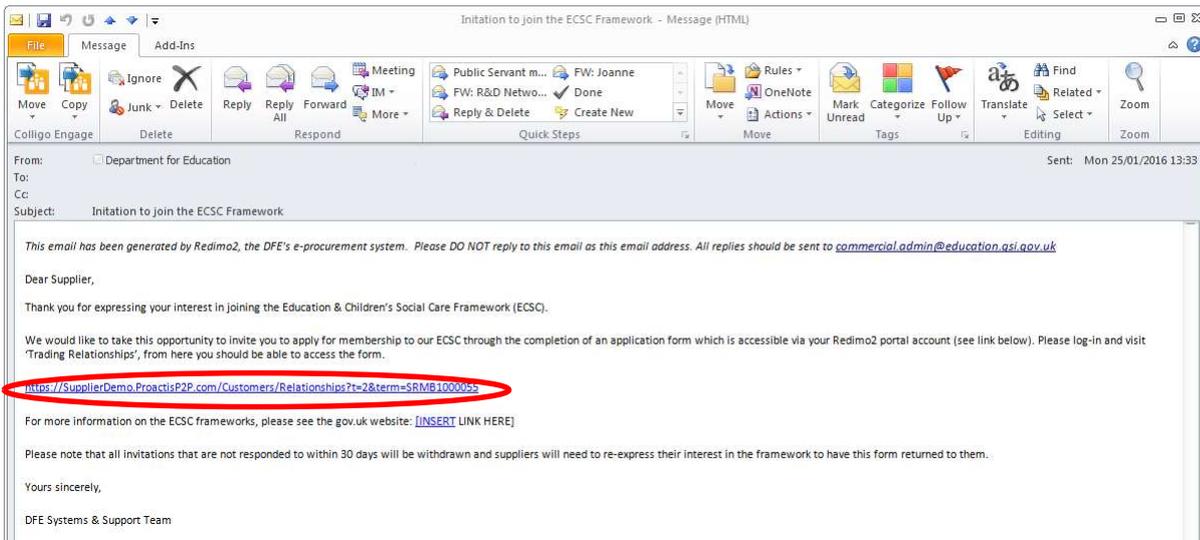
## 2.3 Withdrawing your interest



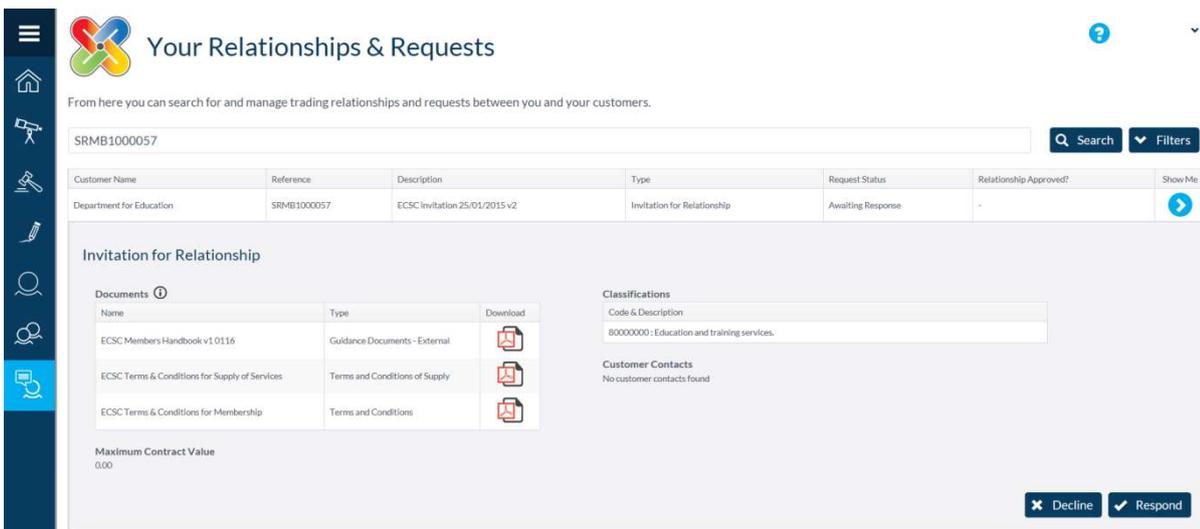
Once you have registered your interest (see 2.1), you may withdraw your interest at any time by clicking that replaces it called 'withdraw interest'.

Please note that once you have withdrawn interest, you cannot re-register your interest without contacting the system administrator to request re-instatement.

### 3 Viewing your ECSC application form



Upon receipt of your invitation, please follow the link in the e-mail to the 'Requests & Relationships' section of your self-service account:



NOTE: The link you receive is unique to your account and should not be shared. You will need to be signed into the portal for the link to work.

On this page you will be able to obtain further information around the framework and decide whether you wish to apply to be a member.

## 4 Completing your application

It is essential that you read all available documentation prior to deciding to whether or not to apply.

To apply, please click  in response to the invitation received.

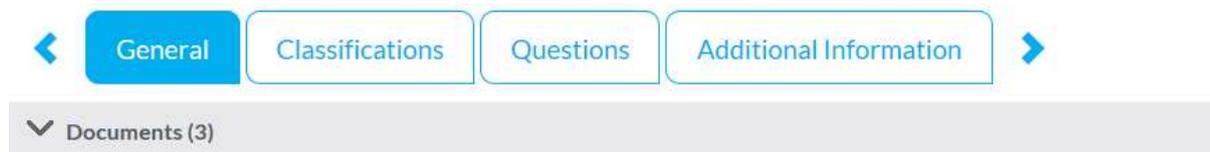
Conversely, should you decide you no longer wish to be considered for this framework, please click .

### 4.1 Downloading the documentation

There are two places where you can download the documents relating to both the framework and the application process:

**On the main Relationships & Requests page** – You will find all documentation listed in the invitation summary. To download each document, please click on the corresponding file icon, such as .

**Within the application form** – If you have already begun your application (by clicking respond), the documents can be found on the 'General' tab. Directly below the tabs, you will find a collapsed section called 'documents', please click the arrow to expand the section and then download the documents by clicking on their corresponding file icons, such as .



### 4.2 Classifications

As part of your application, you will be required to declare that you are able to deliver against one of the two CPV classification codes to which this framework is based upon. They are:

- 80000000: Education & Training Services
- 85300000: Social work and related services

To declare you can deliver one or more of these types of services, please ensure you tick the corresponding declaration boxes on the right hand side of the 'classifications' tab.

Code & Description	Confirm
80000000: Education and training services.	<input checked="" type="checkbox"/>

**NOTE:** Failure to successfully declare against one of these codes will lead to the rejection of your membership application.

## 4.3 Mandatory Questions

The next tab is the questions tab, which contains all the remaining actions required to obtain membership onto the framework. The 5 questions are split into two parts: ECSC Terms & Conditions & ECSC Declarations. In this area you are required to do the following in order for your application to be approved:

← General Classifications **Questions** Additional Information →

1 Please complete the following questionnaire from Department for Education. Your answers will be automatically saved every five minutes. You can also hit the Save button at any time if you want to stop and finish off later.

2 Click or touch the headings to expand each section.

1: ECSC Terms & Conditions (2 questions)

These terms and conditions only apply to suppliers wishing to join the Education & Children's Social Care Frameworks (ECSCA). Both sets of Terms & Conditions can be downloaded within the [ ] tab of this application form. Please retain a copy of these for your records as will form a basis for any subsequent call-off arrangements. Failure to accept these terms will lead to the rejection of your application to join the framework.

1.01 Do you accept the terms & conditions for membership to the Education & Children's Social Care framework?  
Yes

1.02 Do you accept the terms & conditions for the supply of services through the Education & Children's Social Care framework?  
Yes

2: ECSC Declarations (2 questions)

To successfully apply for membership to the ECSC Framework, you will need to make the below declarations. Please note that the Department for Education reserves the right to further clarify your responses to these questions and may exclude you from call-off tender exercises and/or from the framework should it be found that you are unable to meet its basic requirements.

2.01 I declare that, in relation to IR35 tax considerations, I am compliant and will provide the necessary evidence when required  
Yes

2.02 I understand that the required professional skills, as per the relevant category, will be assessed at competition stage and I am able to provide evidence to support this  
Yes

1. Accept the Terms & Conditions for use of the Dynamic Purchasing System (DPS)
2. Confirm your willingness for your eligibility to deliver against framework categories to be assessed at any time.
3. Confirm your adherence to IR35 regulations and confirm your willingness to provide documentation to support this when requested.

NOTE: Failure complete this section will result in the rejection of your application.

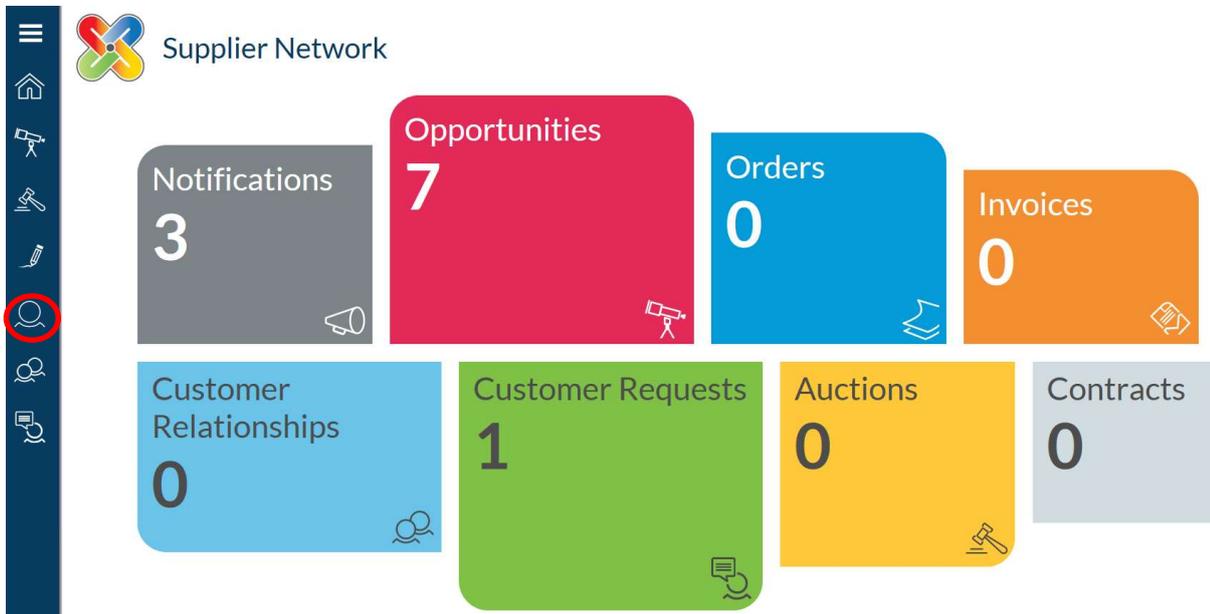
## 4.4 Submitting your application

Once you have completed both the Classification & Question tabs, you are in a position to submit your application for assessment. To do this, simply click the  button.

## 5 Reviewing/Updating your category codes

NOTE: This step can be completed at any time, regardless of your current framework status.

To access your category codes, please go to the 'customers' section of your self-service account. This can be found by selecting the option on the vertical toolbar.



You will then find a list of all your established customers on the wider proactis portal. Select 'Department for Education' and under the full notice, please click 'edit'.

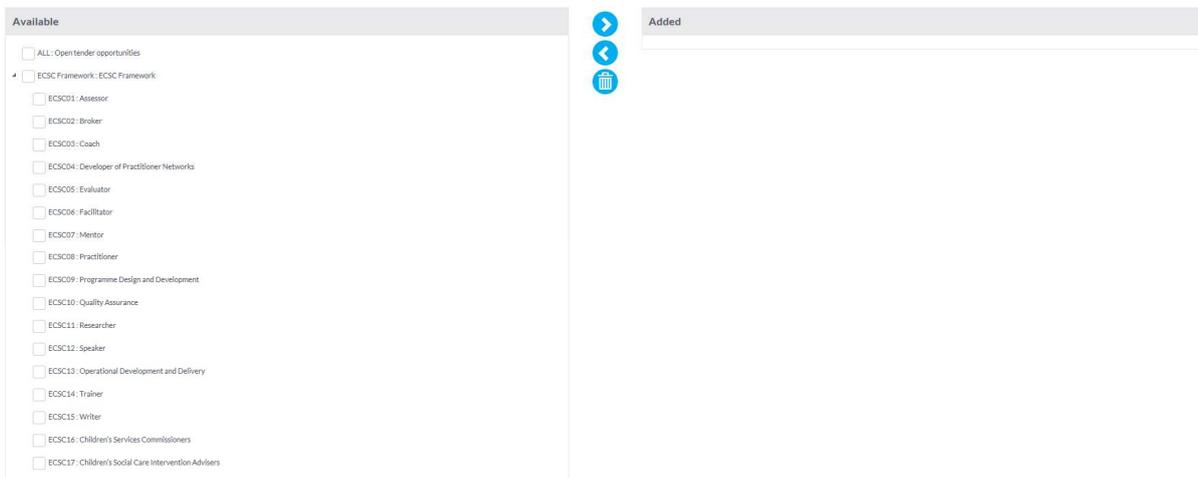
Customer Name	Primary Contact	Address	Town	Status	Show Me
Department for Education	Pro Admin	Learning and Conference Centre, Triumph Road	Nottingham, UNITED KINGDOM	Not Reviewed	<a href="#">Show Me</a>

Documents: No documents found

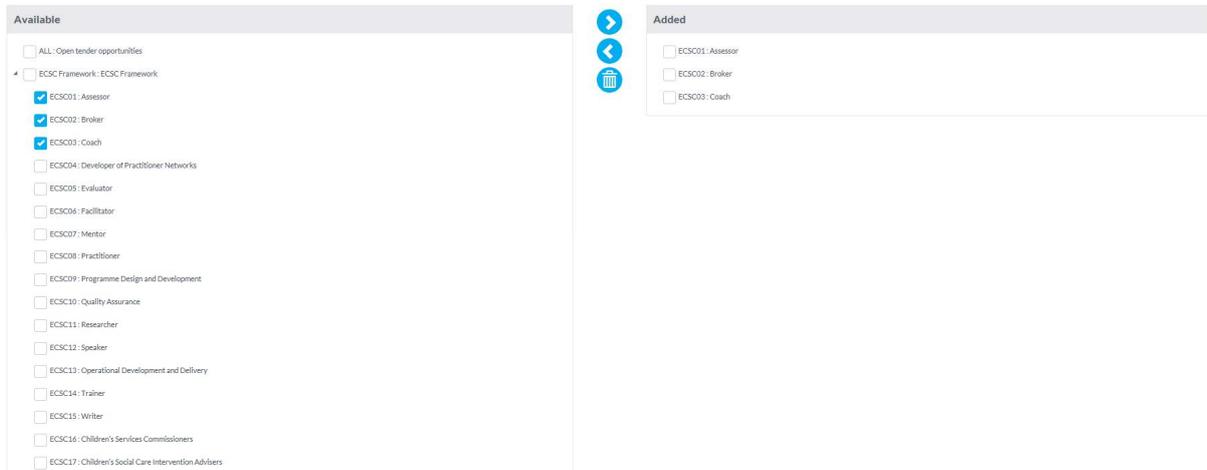
Customer Contacts: No customer contacts found

[Edit](#) [Relationships](#)

Go to the 'Category Codes' tab (this may be called 'Geographies' depending on whether you are on the DFE specific link or not).



Down the left hand side you will see a full list of categories under the ECSC framework, use the tick boxes on the left hand side of each category you wish to select and press the  arrow. This will transfer these categories into the added section on the right side of the screen.



The screenshot shows a two-pane interface. The left pane, titled 'Available', contains a list of categories with checkboxes. The right pane, titled 'Added', contains a list of the selected categories. A vertical toolbar between the panes contains three icons: a right-pointing arrow, a left-pointing arrow, and a trash bin icon.

Available	Added
<input type="checkbox"/> ALL: Open tender opportunities	
<input checked="" type="checkbox"/> ECSC Framework: ECSC Framework:	
<input checked="" type="checkbox"/> ECSC01: Assessor	<input type="checkbox"/> ECSC01: Assessor
<input checked="" type="checkbox"/> ECSC02: Broker	<input type="checkbox"/> ECSC02: Broker
<input checked="" type="checkbox"/> ECSC03: Coach	<input type="checkbox"/> ECSC03: Coach
<input type="checkbox"/> ECSC04: Developer of Practitioner Networks	
<input type="checkbox"/> ECSC05: Evaluator	
<input type="checkbox"/> ECSC06: Facilitator	
<input type="checkbox"/> ECSC07: Mentor	
<input type="checkbox"/> ECSC08: Practitioner	
<input type="checkbox"/> ECSC09: Programme Design and Development	
<input type="checkbox"/> ECSC10: Quality Assurance	
<input type="checkbox"/> ECSC11: Researcher	
<input type="checkbox"/> ECSC12: Speaker	
<input type="checkbox"/> ECSC13: Operational Development and Delivery	
<input type="checkbox"/> ECSC14: Trainer	
<input type="checkbox"/> ECSC15: Writer	
<input type="checkbox"/> ECSC16: Children's Services Commissioners	
<input type="checkbox"/> ECSC17: Children's Social Care Intervention Advisers	

Click 'Save'.



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write to Information Policy Team, The National Archives, Kew, London, TW9 4DU

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