Appendix E – Contract Management Module

Awarded Suppliers will be required to utilise the contract enablement module in Science Warehouse Advanced Cloud Marketplace when uploading their price files marketplace.support@oneadvanced.com.
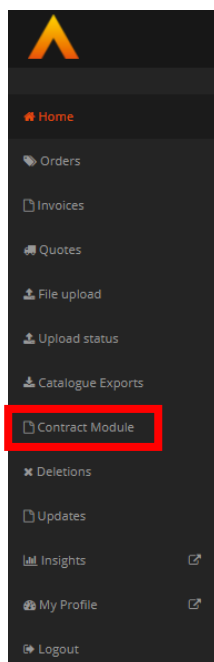
The Contract Module enables authorised users to integrate contract information into the Cloud Marketplace and the supplier portal. The module supports local contracts in place between a supplier and its preferred buyers, as well as contracts governed by procurement groups or framework Coordinators. The features of this module will enable a supplier to ensure the products in their catalogues are assigned to the correct contracts, and that this contract information can then guide end users within buying organisations to buy from contracted suppliers as well as delivering contract analysis at various stages of the procurement process.

Full details of how to upload are provided below:

How to access the module

Permissions to access the Contract module are controlled at user level within your organisation. If you have access to load in prices you will be assigned the Contract Module permission.

To access the module, select "Contract module" on the left-hand tool bar of your home page.

Contract Types

The Contract Module supports local contracts as well as frameworks:

Local - Local contracts that are a one-to-one agreement between yourselves and a buyer can be created by either you or the buying organisation, however if created by the supplier,

please note that there is an approval process in place for the buyer to accept or reject the contract.

Frameworks - Frameworks need to be chosen by a supplier from the selection provided on the module, which will have been implemented by Advanced and provided by the relevant framework coordinator. Advanced will be keeping the framework lists up to date where we are able to. However, if there are frameworks you think you should have access to in the list but do not see, please contact AccountDevelopmentTeam@oneadvanced.com

Key Features

This video introduces the key features of the Contract Module for managing both frameworks and local contracts from the perspective of a Supplier: https://www.screencast.com/t/U9usexYB9C

If you require any help using the module or have questions related to the module please contact marketplace.support@oneadvanced.com

Full Details of this process can be obtained from Science warehouse on completion of the Contract Award.

The Contract enablement module is a mandatory requirement to ensure that your price file is appropriately categorised as per the Lotting Structure below, this process is to be completed for all updated or new items added.

Framework: Laboratory Consumables		Number of Envisaged Suppliers
Lot 1 – Plastics Major		
Sub Lot 1.1	• PCR (Multiwell plates, tubes, sealing film, strips and lids)	12
Sub Lot 1.2	• Spreaders & Loops • Petri Dishes • Reservoirs • Weigh Boats	10
Lot 2 – Tissue Culture		
Sub Lot 2.1	• Flasks • Tubes • Dishes • Multiwell plates • Roller bottles • Cell Scrapers and lifters	10
Sub Lot 2.2	• Cell culture surfaces and inserts	6
Lot 3 – Centrifuge Bottles, Tubes & Containers (Sterile and Non–Sterile)		
Sub Lot 3.1	• Centrifuge Bottles • Centrifuge tubes	6

Sub Lot 3.2	• Caps • Tubes (Inc. microcentrifuge tubes) • Containers • Pots • Cylinders - Plastic • Vials (including cryogenic vials) • Bottles • Universals – Plastic	10
Sub Lot 3.3	• Cling film, tin foil, Para film • Autoclave bags • Tapes and Labels	6
Lot 4 – Filter Paper & Membrane		
Sub Lot 4.1	• Filter paper • Membranes (nitrocellulose, PVDF and Nylon) • Blotting paper & Benchcote • Filtration units	10
Sub Lot 4.2	• Cartridges	6
Lot 5 – Histology & Microscopy Glassware		
• Coverslips • Slides • Pens • Mounting medium • Cassettes • Blades (scalpel, Microtome etc.)		10
Lot 6 – Laboratory Glassware & Bottles		
• Beakers • Measuring Cylinders • Universals - Glass • Bottles • Caps • Flask • Pasteur pipettes		10
Lot 7 – Storage Boxes & Racks		
• Racks • Storage boxes • Trays • Tube holders		8
Lot 8 – Syringes, Needles and Blood Collection		
• Syringes • Needles • Vacutainers & Blood collection tube		6
Lot 9 – Disposable Pipettes & Tips		
• Disposable Pipettes (including aspirating pipettes) • Tips • Pastettes		10
Lot 10 – Non-Disposable pipettes		
Sub Lot 10.1	• Non-Disposable Handheld Pipettes	14
Sub Lot 10.2	• Repeaters	12
Sub Lot 10.3	• Pipette Controllers	12

Sub Lot 10.4	• Carousels and stands	12
Lot 11 – Servicing and calibration		
	• Servicing and calibration of Non-Disposable handheld pipettes, repeaters and pipette controller	10
Lot 12 – Supply of spare parts		
Sub Lot 12.1	• Non-Disposable Handheld Pipettes	10
Sub Lot 12.2	• Repeaters	10
Sub Lot 12.3	• Pipette Controllers	10
Lot 13 – Laboratory Personal Protective Equipment		
Sub Lot 13.1	• Nitrile Gloves • Cryo Gloves • Vinyl Gloves • Cotton Gloves • Latex Gloves	10
Sub Lot 13.2	• Type IIR Masks • FFP1 Masks • FFP2 Masks • FFP3 Masks • Reusable Masks • Beard Masks • Face Shields/Visors • Goggles • Safety Glasses	10
Sub Lot 13.3	• Coveralls • Lab Coats • Aprons • Shoe Covers	10