

Introduction:

Lancaster University is entering into a procurement process with the aim of establishing a Mechanical & Electrical Engineering Services Framework.

Intended tender method:

The University has published this notice, in conjunction with other advertising means such as Linked In, to invite interest in attendance of a "Meet the Buyer" day. The aim of the meeting is to give interested suppliers an opportunity to engage with the University, find out about our upcoming requirements, and discuss aspects of the tender process and operation of the framework.

After the Meet the Buyer event, a formal tender will be published in October 2019, the purpose of which will be the establishment of a Lancaster University Framework for Mechanical & Electrical Engineering Services.

Meet the Buyer Event:

This will be held at Lancaster University's main campus on the morning of **Tuesday 17th September 2019**.

During the event, we will be looking to explore:

- Upcoming opportunities, and types and values of work packages.
- Standardised terms and conditions with a view to simplifying the language of the contracts utilising and increasing both parties' ease of comprehension.
- A more comprehensive scope of services to avoid ambiguity and misunderstandings.
- A more flexible framework and call off procedures.
- Key themes of innovation, collaboration, and continuous improvement, in order to develop both new and existing business relationships.

This is a unique and exciting occasion for anyone interested in talking to Lancaster University about upcoming work opportunities for Mechanical & Electrical Engineering Services. If you believe your organisation can help us by providing a range of appropriate services, and you would be interested in taking part in our Meet the Buyer, please send us **a short paper (two pages max.) by Friday 6th September 2019 to Laura Ross (l.v.ross@lancaster.ac.uk)** describing what you can offer, along with some indication of relevant experience you have. We are especially interested in understanding your particular areas of specialism in relation to building services engineering and energy services.

Slots will be limited on the day and there will be no additional sessions. If you express an interest and are either unable to make the meet the buyer event, or if demand exceeds capacity and you are not selected to attend, you will be sent a copy of the presentation after the event. We welcome feedback about any aspect of the proposed procurement strategy and subsequent framework.

The campus is a public space and so sections are open to members of the public and can be explored unaccompanied by a University representative. Interested organisations can explore the campus at their convenience but must not disrupt (whether or not unintentionally) the University's business, or its employees or agents in any way, nor attempt to procure any individual (connected with the University or this project) to provide information on, or facilitate a visit to the site on an alternative date.