



South East
Consortium

SOUTH EAST CONSORTIUM

**Delivering flexible
procurement
solutions that save
you time and money**

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 info@southeastconsortium.org.uk

Welcome to the South East Consortium

We're here to make procurement easy, provide you with options and create value.

We were established in 2005 to support the housing sector. We've since expanded our offer to provide much more than public sector savings.

OUR MISSION STATEMENT

Delivering flexible procurement solutions
that save you time and money by
understanding your needs



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www.southeastconsortium.org.uk



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About us

The South East Consortium (SEC) delivers flexible procurement solutions which save public sector organisations time and money. We're able to offer technical advice, procurement expertise, training and customer support.

We specialise in the delivery of fully compliant frameworks and bespoke procurement. Our Procurement and Technical Services teams are here to provide you with a full procurement service from start to finish. We're able to help with every step – from the creation of tender documents through to the preparation of a contract.

Our Membership Services team provides our customers with support and solutions to their training and networking needs.



Why choose South East Consortium?

We'll provide a service for you based on these principles:

Ease

by understanding your needs and making sure the service is simple to access

Options

by providing flexible options to your service needs

Value

by creating an approach which saves time and money

”
We have used SEC to provide us with a 'Day to Day/Responsive repairs contractor. In short, the whole process from beginning to end was stress free. I would say it is a 'cradle to the grave' service, SEC are there from the beginning to the end. The staff are courteous, honest and very professional.

COLVIN FRASER
PROJECT MANAGER
LONDON BOROUGH OF HACKNEY

”
SEC continue to provide valuable support on a regular basis. Their knowledge and flexible approach to their customers is invaluable.

BERENICE DAWSON
HEAD OF PROCUREMENT
MOAT

Accessing our Services

Any public sector organisation can use our services.

You don't need to be a Member to benefit from our free to access frameworks, procurement support and the scope of services we offer.

Our organisation is unique. We're a not for profit organisation accountable to a housing association – Optivo. And, our Board is made up of Executives from Membership organisations, this means we design services and deliver products our customers want.

MEMBERSHIP

We have a Membership offer if you:

- Have high volume or high value contract awards
- Want to shape SEC services
- See value in exposure to a network of likeminded organisations

The main benefits are:

- The levy payable by contractors on your project may introduce a 0.5% saving
- Some of our frameworks which have access fees (Legal Services and EPS) are free to use
- New Build framework is more cost effective to access
- Some events are exclusive to Members

Please ask us if you'd like to find out more about becoming a Member of the Consortium.

Our Frameworks



Access Control Systems

- Door Entry Systems
- Fire Alarm Systems
- Warden Call Systems
- Combined Lot of any of the above

Asbestos Inspections

Asbestos Removals

Consultancy Services

- Multi-Disciplinary
- Contract & Project Management
- Asset Management Services
- Building Services (M&E)
- Architects
- Environmental

Estate Cleaning Services

Electronic Payment Services

Fire Consultancy Services

- FRAs by UKAS Accredited Person
- FRAs by Competent Person
- Compartmentation Surveys by Competent Person
- Specialist Advice
- On-Site Quality of Work Inspection
- Combined Works by UKAS Accredited Org
- Combined Works by Competent People

Fire Remedial Works

- Passive Fire Protection
- Fire Alarm Systems
- Sprinkler Systems
- Combination Lot of any of the above

Heating Systems

- Combination Lot of any of the below
- Domestic Heating Systems
- Commercial Heating Systems
- Water Hygiene Risk Assessments
- Water Hygiene Remedial Works

Internal & External Works

- Major Refurbishments for projects under £1m
- Major Refurbishments for projects over £1m
- Kitchens & Bathrooms
- Windows & Doors
- Roofing
- Electrical
- Cyclical Decorations

Legal Services

- Non-Contentious Works
- Contentious Works
- Housing and Asset Management
- Property
- Development
- Property Sales
- Corporate, Governance & Finance
- Employment Advice

Lifts

- Servicing and maintenance of passenger lifts
- Installation of passenger lifts
- Servicing, maintenance and installation of mobility lifts

New Build & Refurbishment

- Projects under £3m
- Projects £3m - £8m
- Projects over £8m

Pest Control

Total Office Solutions

Procurement Services

Our frameworks

When using our OJEU compliant frameworks you can automatically remove the high cost of running your own procurement project in-house.

We'll review, compile and release your tender documents when you use our frameworks. We'll also download tender returns and facilitate the process for you. You can benefit from our technical and procurement advice across all stages of the process, and we take time to understand your needs and objectives to ensure we deliver the best service for you.

Bespoke procurement

We're also able to help with bespoke projects if you find that your requirements fall outside of our current framework offer.

Our experienced team can assist with as much of the project as you like. They can support with specification writing, your cost model, procurement routes and process. We'll operate like an extension of your own team, providing advice and guidance along the way.

Whichever level of support you choose we'll make sure the approach meets with your objectives.

If you'd like to talk to us about our procurement services, please contact us



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Direct Award Process

A direct award to the number 1 ranked Service Provider on our frameworks will take approximately 3-4 weeks depending on internal approval processes.



Mini Tender Process

This process enables you to use your own specification and cost model. You can also choose your own cost/quality split and quality questions. The tender process takes approximately 6-8 weeks, depending on your internal approval processes.



Technical Services

Our Technical Services team can offer advice on five key areas:

- **Specification writing**
- **Price models**
- **Section 20 consultation**
- **Contracts**
- **Training on asset management related topics**

We're able to help you with these in a variety of ways, from assisting your in-house team through to writing the documents for you. We can do this ourselves or through our network of consultants.

The team is led by our Technical Services Manager. He's a Chartered Surveyor, and has a wealth of knowledge and experience in the construction sector and within housing in particular – having been Head of Service at a large ALMO. Using this experience and extensive skills gained, he is able to help with a number of items to get you 'procurement ready'.

If you are interested in any of these services please get in touch and we will meet with you to scope out what we can do for you.

If you'd like to talk to us about technical services, please contact us



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Events & Training

Utilising our wider network, we offer an extensive programme of training and events for members, guests and service providers. These are either free or at a discounted rate and are all designed around sharing insight with you through our collective network.

Regular items include:

- **Procurement regulations updates**
- **Compliance updates**
- **Section 20 training**
- **Contract Management training**
- **Member Roundtables**



SEC CONFERENCE

Each year we bring together housing professionals from across the sector at our Conference. The day is all about sharing insight with you through our wider network, and is always a great opportunity to make new contacts, catch up with existing ones and share best practice.

For more information on previous conferences and this year's event please visit our website.



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