

Bulletin issue 18-4

[Central Procurement Office Website](#)

These web pages provide up-to-date information on University Procurement processes. Also, available on these pages are guidance notes, terms and conditions, latest news and Procurement contact details.

HEContracts

HEContracts is a searchable contract database owned and managed by the HE Sector you can find contract information for all contracts available for use by University staff.

<https://www.hecontracts.co.uk/>

Environmental Sustainability

The University has a mission by 2020 to be recognised globally for the excellence of its Research, outstanding learning and student experience, and social responsibility. Our vision is for the University to use its full range of knowledge and influence to support a world that is environmentally sustainable. For more information and advice on Environmental Sustainability, please visit

<http://www.sustainability.manchester.ac.uk/>

Procurement Highlights

1. Procurement News

Buying smarter, buying simpler (StaffNet news item)

The Central Procurement Office works across the University to ensure that responsible procurement and value for money is maximised. The changing commercial environment means that we can no longer simply rely on the way that the University currently procures its goods and services. To address this, new best practice approaches to procurement are being rolled out which will mean some changes for our buying community.

The introduction of category management to the University will look at what is bought, how much it costs, current suppliers and opportunities to drive value for money and sustainability. Details of the full article can be found on the following link

<http://www.staffnet.manchester.ac.uk/news/display/?id=19861>

One of the 1st projects that has been completed is the award of Xerox branded bulk re-cycled paper via Antalis Ltd for use by central stores and print rooms. This represents a saving of 20% against current contracted pricing and the aim is to complete a comprehensive review of the use of recycled paper within the next 12 months to incorporate desktop deliveries. In the meantime you should continue to use eMarketplace for purchases of paper (desktop deliveries) which are delivered direct to offices.

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Impending eMarketplace updates

The provider of eMarketplace is currently working on the development and redesign of the home page with the objective of improving the usability of the system. Changes are due to take place on the 1st May. For those who were unable to attend the training sessions, guidance will be provided via email.

Information on purchasing Ethanol

Please note all Ethanol purchases should be made via your local store due to VAT issues.

2. eMarketplace Supplier News

New eMarketplace suppliers: Anachem, Enzo Life Sciences and Biomatik



Anachem is the UK & Ireland's leading laboratory liquid handling specialist with over 40 years' experience. They support scientists in major pharmaceutical, biotechnology, chemical, technology, clinical, food processing and consumer product companies, universities and research institutes, governmental agencies and environmental testing organizations. Anachem distributes an extensive range of pipettes and tips from Rainin and Anachem's own brands, plus quality consumables including microtubes, racks, plates, PCR plastics and are exclusive UK distributors for KAPA Biosystems molecular biology reagent



Enzo is an integrated diagnostics company with over 40 years of experience in technologies across research and diagnostics markets.

We offer over 10,000 products for labeling and detection from genome to whole cell and constantly develop new technologies and solutions to answer our customers' needs.

- *Genomics (CYTAG® aCGH labeling kits and FISH solutions)*
- *Cell Biology (Fluorescent probes)*
- *Small Molecule Chemistry*
- *Immunohistochemistry (Chromogens, antibodies, and more)*
- *Immunoassays and Biochemical Assays*

In addition to our own products, we distribute over 160,000 products from 36 different suppliers on Axxora.com, our distribution platform.

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If you have any additional questions, please contact Richard Hirst, Inside Sales Specialist at info-uk@enzolifesciences.com or at +44 (0) 139 282 5900.

3. Information on in-house services

Support on Campus for your event

The University's Hospitality and Events team provide a range of services to ensure that events on campus are successfully managed from the initial enquiry when University organisers need to find a venue for their event, right up to the event itself.

This includes a dedicated sales team who will match the requirements of the event to the most suitable University venue, event co-ordinators who are on hand in the run up to the event to ensure that everything from the meeting room layout, audio-visual equipment and catering requirements are in place and who will be there to assist on the day itself. We also offer ConferCare, a tailor made delegate registration service, which helps take the stress out of organising the event.

Favourable rates are offered to University event organisers for hire of these facilities and services including the University's own hotel Chancellors and ConferCare, and our team believes that the reassurance University event organisers have of knowing their event will be well managed and the bonus of keeping the event on campus, gives them peace of mind of a successful and professional event.

For further details and advice please contact the Conference Sales office on x 64100 or email conference@manchester.ac.uk



4. Procurement Hub



An update to the Oracle supplier site for Integrated DNA Technologies has taken place as IDT had opened a subsidiary in the UK, Oracle has been updated to reflect this.

Integrated DNA Technologies bvba [INTE0055] the Belgium based supplier site has now been closed
Integrated DNA Technologies UK, Ltd [IDNA0001] the UK based subsidiary has now been created

To order from them you will now need to raise requisitions against *Integrated DNA Technologies UK, Ltd*, for existing invoices we will seek manual approved to pay against the new supplier, if you have any Call Off orders raised you will need to re-raise them against the new supplier site *Integrated DNA Technologies UK, Ltd*.

Keep up to date



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