

CIPFA Procurement Webinar

Getting Better Value from ICT Tenders

Webinar

29 September 2020

Purpose

This webinar brought to you by the CIPFA Procurement & Commissioning Network will support public bodies spend the estimated £13.8bn (£600m in police services in England and Wales) on ICT expenditure more effectively. Practitioners procuring ICT contracts (whether it is laptops or major infrastructure) have always faced challenges in managing the tender process and dealing with savvy suppliers. Typical practitioner concerns include inadequate or imprecise specifications, poor management of long-term change requirements due to the fluidity, unclear strategy on how to overcome lock-in situation without jeopardising business continuity and risks of failure with budget overruns and high costs in switching suppliers. Attend this webinar and find out how you can gain better value from your ICT procurements, as well as ensure compliance.

Learning Outcomes

How will you benefit?

- Understand the perils involved in ICT procurement and ensure tenders are fit for purpose
- How to negotiate and draft ICT contracts
- Clarity on standards acceptable under public procurement rules
- How to ensure you do not lock-in your requirements with one supplier
- Explanation of liability in ICT contracts and how to limit or exclude risk

Who Will Benefit

The workshop will support procurement, ICT category managers, finance, solicitors, auditors, contract managers, ICT directors, technical managers and project managers who are responsible for procuring ICT contracts.

Programme

09.45 – 10.00	Join the Webinar
10.00 – 10.10	Welcome, Introductions and Overview of the Day Mohamed Hans, Solicitor, Procurement Advisor, CIPFA Procurement & Commissioning Network
10:10 – 11.25	Lessons Learned from Public Sector ICT Contracts In this session, delegates will be given guidance on how to deal with low, medium and high-risk ICT tenders. It will cover: <ul style="list-style-type: none">▪ What to include in your ICT Tender Strategy?▪ Why ICT projects go wrong?▪ Understanding your ICT needs and market influences▪ How to increase competition amongst suppliers and prevent lock-in▪ Tips on making tenders attractive to suppliers▪ Key pitfalls - scope (requirements/ change) - stakeholders▪ Ingredients for a successful project▪ What can you do to prepare for the worst?▪ Impact of Brexit/ Covid on ICT Tenders
11:25 – 11.40	Break
11.40 – 12.40	Practical Issues with ICT Tenders This session will cover the nuts and bolts of managing the ICT tender process from start to finish, including: <ul style="list-style-type: none">▪ How to deal with incumbent suppliers▪ Appropriate timescales and procedures▪ Is there a need to level the playing field?▪ Monitoring and challenging suppliers to achieve value for money▪ How to correctly evaluate and assess supplier's tender responses▪ Specifying standards and brand names in procurement documents▪ Developing a pricing schedule▪ Service requirements, dis-aggregations▪ Choosing between Tower model and multi-sourcing
12.40 – 13.25	Lunch
13.25 – 14.40	Getting to Grips with Legal Aspects in ICT Tendering A part which is often overlooked when procuring ICT contracts, however this can have a huge influence on the success of final tenders. <ul style="list-style-type: none">▪ Structure of ICT agreements▪ Incorporating ICT terms in contracts/ tenders▪ Drafting and negotiating software and application developments agreements▪ IP, escrow and source codes, software (supplies or services)▪ Suppliers terms and conditions – who wins?▪ Mobile/ remote working – key issues▪ Licensing & subscriptions▪ Managing supplier performance & failure▪ Seeking clear ICT indemnities▪ Evaluation and feedback Richard Lane, Partner, Bevan Brittan LLP

14.40 – 14.50 Refreshments

14.50 – 15.25 ICT Tenders – Tips to Enable More Informed Buying

- Try before you buy/ demonstrations
 - Perils of purchasing within or outside of frameworks
 - Effective negotiations to get a better price
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15.25 – 15.30 Discussion, summary & close



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