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OÉ Gaillimh

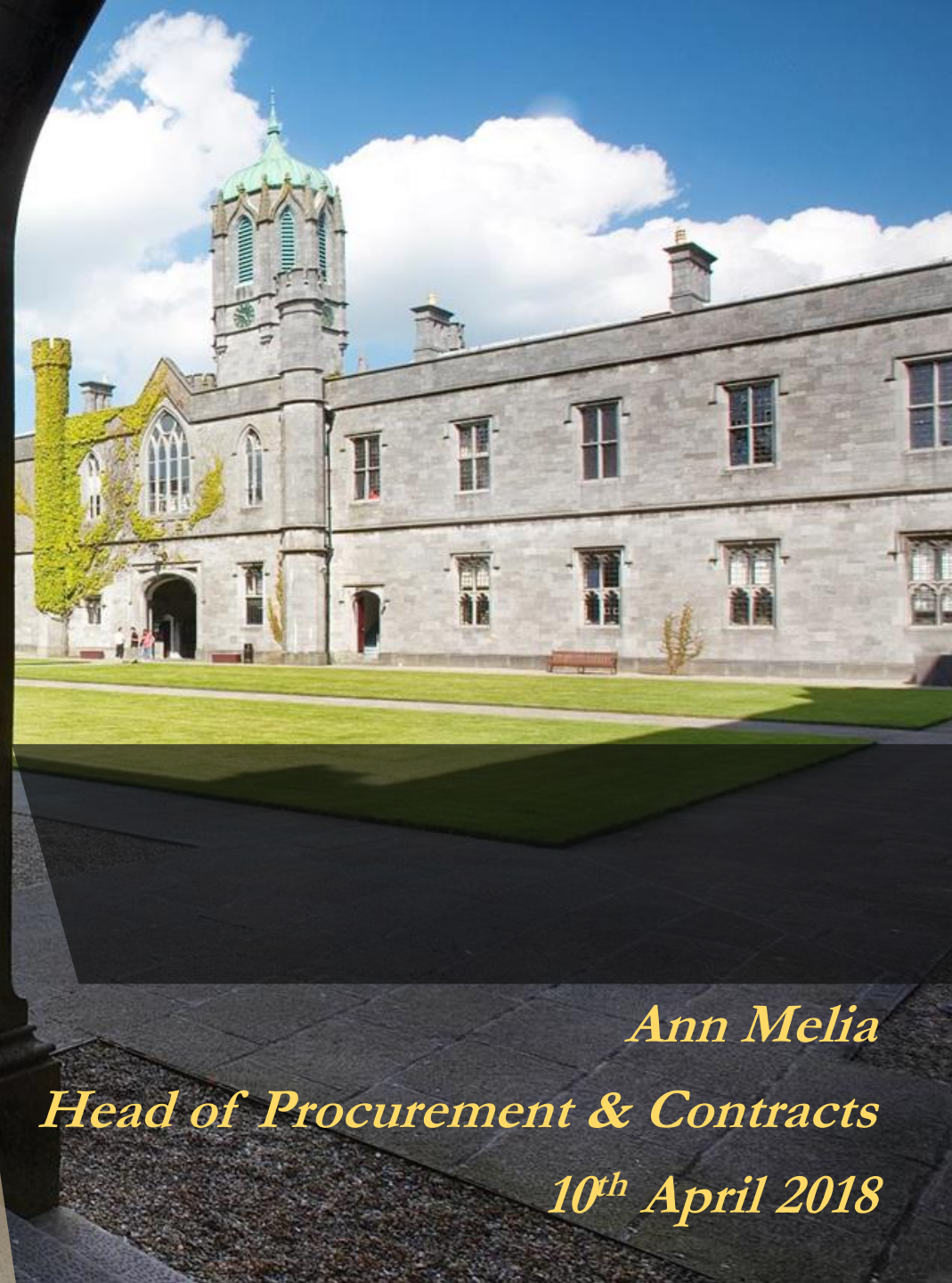
# Contract Management System

*A Tool to Compliance*

The National  
Procurement  
& Supply Chain  
Awards 2016

Innovation Award

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*Ann Melia*

*Head of Procurement & Contracts*

*10<sup>th</sup> April 2018*

# Outline

- Challenges
- Contract Management
- Benefits of a tool to compliance
- Annual Procurement Plan
- Introducing ACCORD
- Q&A



# Challenges

- Concerns over compliance
- Growing numbers of centralised contracts
- Lack of contract management
- Unexpected arrival of expiry dates
- Excel spreadsheet – single user access in a multi user environment
- Contract dates rolling over
- Simultaneous access by key stakeholders



# Contract Management – why is it so important?

*“What gets measured, gets managed”* (Peter Drucker)

- Knowing what we got for our money
- Deals with unforeseen issues
- Foundation for Supplier Performance Management
  - Ensures compliance with SLA / Ts & Cs
- Empowering our Contract Owners



# Benefits of a tool to compliance

- Central repository
  - All Supplies, Services & Works
- Reporting
  - All contracts
  - Relevant dates (Extension, Expiry, Procurement Commencement)
- Measure timelines i.e. end to end
- Workload Planning
  - Set activities
  - Full visibility
- Perfect fit for our Devolvment Model
- Identify the project Sourcing agent i.e. EPS / OGP / NUIG etc.





# Annual Procurement Plan

Relating to categories of expenditure:-


- Reporting is semi-automated
- Visibility & responsibility for Contract Owners
- Timebound actions
- Capturing “future” tendering projects




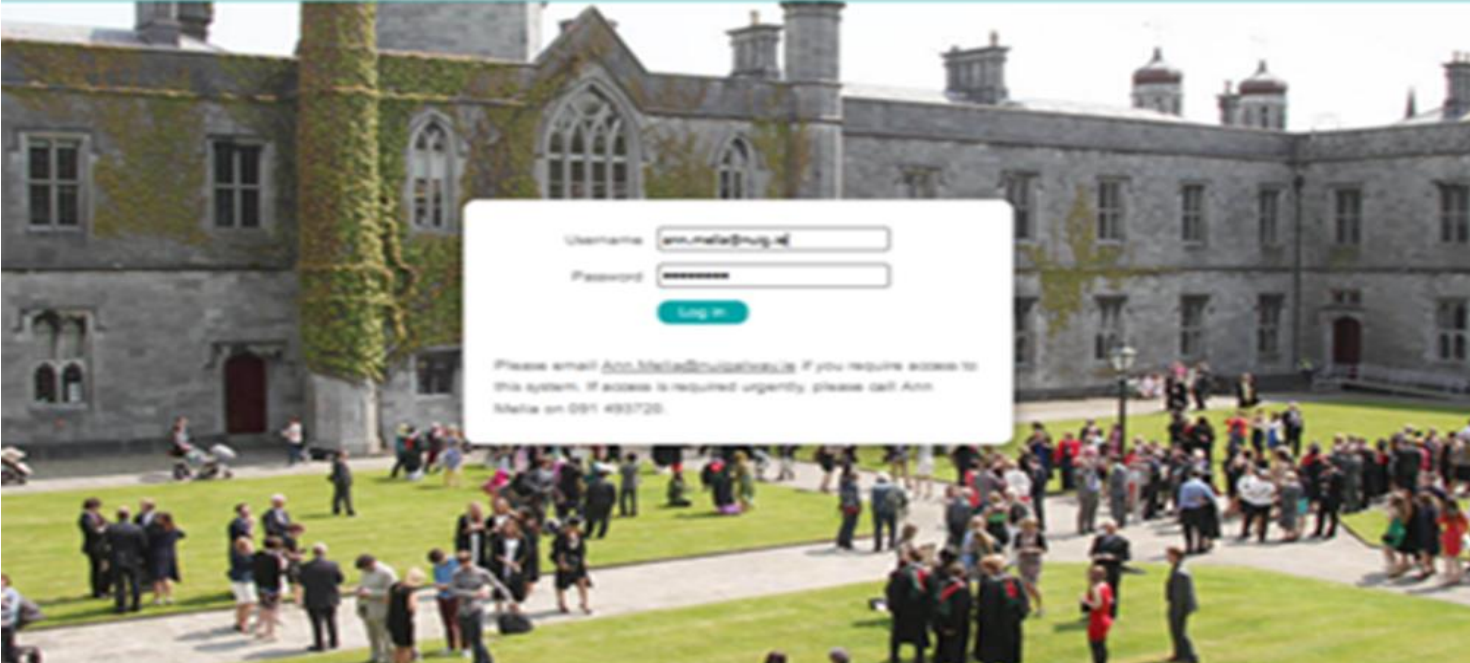
# Introducing Accord

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 **ACCORD** PROCUREMENT CONTRACT MANAGEMENT SYSTEM

 **NUI Galway**  
OÉ Gaillimh




Username:

Password:

[Log in](#)

Please email [Anna.McLaughlin@nui.ie](mailto:Anna.McLaughlin@nui.ie) if you require access to this system. If access is required urgently, please call Anna Mclaughlin on 091 493720.

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ACCORD

PROCUREMENT CONTRACT MANAGEMENT SYSTEM

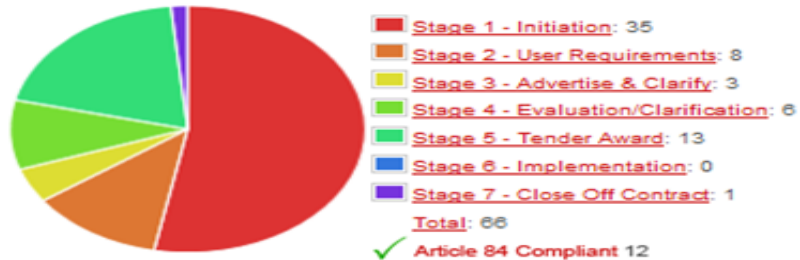


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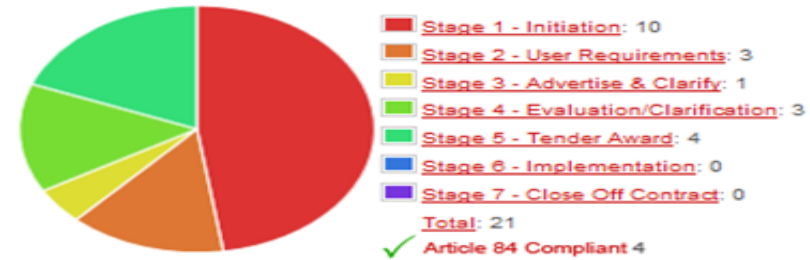
## MY HOMEPAGE AND WORKPLAN

view as user: [Ann Melia](#)

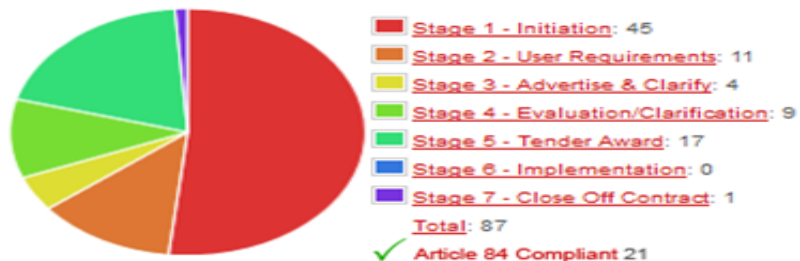
### TENDERS: NUI GALWAY - PCO



### TENDERS: BUILDINGS OFFICE



### TENDERS: ALL



### CONTRACTS: NUI GALWAY - PCO



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# Tender reporting

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PROCUREMENT CONTRACT MANAGEMENT SYSTEM



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## TENDERS

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### TENDER SUMMARY

Contract [NUIG/CON451/2017 - Manufacturing Services for a Vascular Access Device \(replacement of CON434\)](#)

Hierarchy School of Medicine

Description Manufacturing Services for a Vascular Access Device (replacement of CON434)

Started 16/09/2016

Overall Progress



[Show tender metrics](#)

### STAGE 1 - INITIATION

[edit](#)

Status Complete

Started 15/05/2017

Completed 18/05/2017

Comments/notes This is a more specified version of CON434 due to the product being patented.



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# Some stats

- Currently a total of 100 “live tendering projects”:-
  - Buildings & Estates = 34
  - Commercial Services Office (CSO) = 3
  - Information Services Solutions (ISS) = 3
  - Procurement & Contracts Office (PCO) = 60
- Broken down into Stages:-
  - Pre-Tender Stage = 60 projects
  - Advertisement / Clarification = 4
  - Evaluation = 7
  - Tender Award = 26
  - Implementation = 3
- Current awarded “centralised / recurring” Contracts = 44
  - Value = €46m
- Total number of suppliers under current contract (all types) = 152



# Outcome

- Evidence of growing compliance
- Devolved Procurement Centres
  - More autonomy
  - Tiered System
- More control due to greater visibility
- New Project
  - Tracking Tool of Audit Findings



# Thank You

- Q&A



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