**User Guide**

**LEE898F –**

**Provision of PPE, Consumables and Equipment to the Irish** **Education Sector**



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**The Department of Education and Skills aim is to provide a secure supply chain for any potential PPE, Consumables and Equipment needs to support Education, including primary, secondary, and higher and further education and training.**

Who can use the Supply Arrangement?

**The Multi-Supplier Arrangement can be availed of by the following Public Sector Bodies, employees, staff & associated Departments;**

1. The Department of Education, Offices and non-commercial Agencies and Organisations which have a formal reporting and legal relationship to Education Government Departments;
2. Contracting authorities which are Third Level Educational Institutions (including Universities, Technological Universities, Institutes of Technology and members of the Education Procurement Service);
3. Contracting authorities which are Education and Training Boards (ETBs) and ETB schools, primary, post-primary, special and secondary schools as well as ETBs acting on behalf of schools and Education Training Boards Ireland (ETBI);

How were suppliers selected?

**As part of the selection process, successful members demonstrated proof of the following:**

* **Live Product Range, Product Turnover, Product Information**
* **Delivery Requirements**
* **Account Management Requirements**
* **Stockholding Requirements**
* **Stock Management Requirements**
* **Sample Assessment**
* **Ultimate Cost including Delivery Charges**

**Supplier and Account Management Details:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Supplier Name**  | **Address** | **Account Manager Contact Details**  | **Suppler Phone Number**  | **Supplier Email Address** | **Web Address** **(for Online Ordering only)**  |
| 1. Bunzl Cleaning & Safety Supplies | Bunzl Cleaning & Safety Supplies, Unit D9, Horizon Logistics Park, Harristown, Swords, Co. Dublin. | Ciaran O’Doherty  | 01-630 1808087 259 3818 | orderppe@bunzl.iecodohertyppe@bunzl.ie  | [www.bunzlcss.com](http://www.bunzlcss.com)  |
| 1. JBS Group
 | Milltown Business Park, Milltown, Co, Monaghan  | Shay Corcoran | 04776500087 7668688 | sales.monaghan@jbsgroup.ie shay.corcoran@jbs.group | sales.monaghan@jbsgroup.ie  |
| 1. Reach Group
 | 2023 Bianconi Avenue, Citywest Business Park, Dublin 24  | Mary-Claire Kelly  | 023 8858107085 7186678 | schoolsupplies@reachgroup.iem.kelly@reachgroup.ie | [www.reachretailservices.ie](http://www.reachretailservices.ie)  |
| 1. Nugent Safety Ltd
 | Units 7-9c Centre Point Business Park, Oak Road, Dublin, D12 XR25 | MARTIN NUGENTKEITH NUGENT  | 01-4291916Mobile 087-2544923Mobile 087-2126903 | martin@nws.iesales@nws.ie | [www.nugentsafety.ie](http://www.nugentsafety.ie)  |
| 1. WorkWear Experts
 | Unit 1 – 4 Spilmak Place, Bluebell Industrial Estate, Dublin 12 | Edwina Clancy  |  01 4299521087 9029810 | Edwina.clancy@workwearexperts.com  | [www.workwearexperts.com](http://www.workwearexperts.com)  |
| 1. Shaw Scientific
 | Unit 14-15 Barryscourt Business Park, Carrigtwohill, Co.Cork | Seamus Amond 086 8310131 | Cork office 021 4882388Darren Cunningham 086 8583374 | sales@shawscientific.comdarren@shawscientific.comseamus@shawscientific.com  | [www.shawscientific.com](http://www.shawscientific.com)  |
| 1. Charles Hughes/Portwest
 | Westport Bus & Technology Park, Westport, Co Mayo | Anne Mc Nicholas | 098 51777 | orders@portwest.ie | [www.charleshughes.biz](http://www.charleshughes.biz/) |
| 1. Lennox
 | John F. Kennedy Drive, Naas Road, Dublin 12Connemara Business Park, Carrigaline, Co. Cork | Padraig Callan Head of Business Development |  01 460 7600087 2543511 | Padraig.callan@lennox.ie Niamh.sheridan@lennox.ie | [www.lennox.ie](http://www.lennox.ie)  |
| 1. Critical Heathcare
 | Kilcruttin Business Park, Spollanstown Rd, Tullamore, Co. Offaly, R35 WOV9 | Kinga ZgudziakStephen Gondry | 057 9333111086 8931822 | kinga@criticalhealthcare.comstephen@criticalhealthcare.com | n/a |
| 1. Steripack
 | National Science Park, Dublin Road, Petitswood, Mullingar, Co.Westmeath | Jean Dempsey | 044-93 36100 | ie\_doeinfo@spg.ie | <https://sanitycares.com/> |
| 1. PFG Maxxcare
 | Kilbarrack Ind Est, Raheny Dublin 5 D05 TF86 | Tony McMullan | 01 9630704 | education@maxxcare.ie  | [www.maxxcareschools.ie](http://www.maxxcareschools.ie)  |

**Supplier and Account Management Details for Alcohol Free Solutions:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Supplier Name**  | **Address** | **Account Manager Contact Details**  | **Supplier Phone Number** | **Supplier Email Address** | **Web Address****(for Online Ordering only)**  |
| **Aquila Bioscience** | 204 Business Innovation Centre, NUIG, Galway | Lorraine Eagleton | 087 640 4288Office: 091 734 007 | lorraineeagleton@aquilabioscience.com  | [www.aquilabioscience.com](http://www.aquilabioscience.com)  |
| **Heterochem** | Robertson House, Unit 49, Baldoyle Ind Est, Dublin 13 D13H2N2 | Kim Doran | 01 8393127 | kim@heterochem.com | NA |
| **PRL** | Unit 517 Grants Rise, Greenogue Business Park, Rathcoole, co. Dublin | Tom Davis  | 01 25749050862777536 | Sanitisersales@prl.ietom.davis@prl.ie | [www.prl.ie](http://www.prl.ie)  |

What products are covered?

**Please Note: The ranking of approved suppliers below is based on product value and delivery charges. This is provided for information purposes only and should not be the sole basis of supplier selection.**

 **Your organisation may approach any of the suppliers listed below, but may be best advised to examine the different offerings in terms of your requirements, including cost, delivery options/charges, location, order volumes etc.**

**It is important to note that pricing information provided are ceiling prices; Greater value may be achieved by seeking multiple quotes across the supplier-list.**

Supplier Matrix

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Supplier Ranked by Value Proposed** | **Wipes** | **Hand Soap** | **Face masks** | **Gloves (Nitrile)** | **Gloves (Vinyl)**  | **Gloves (Latex)**  | **Hand Sanitizer** | **Alcohol Free Hand Sanitizer** | **Hand Sanitizer Dispenser** | **Hand Sanitizer Dispenser Refill** | **Aprons** | **Safety Glasses** | **Visors**  | **Therm-ometers**  | **Detergent**  | **Signage** | **Blue Roll Paper** | **Push Pedal Bins** |
| 1. Bunzl
 | Yes | Yes | Yes | No | Yes | No | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. JBS Group
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. Reach Group
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. Nugent Safety
 | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes |
| 1. WorkWear Experts
 | Yes | Yes | Yes | Yes | Yes | No | Yes | No | Yes | No | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes |
| 1. Shaw Scientific
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. Charles Hughes/Portwest
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. Lennox
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 1. Critical Heathcare
 | Yes | Yes | Yes | Yes | No | No | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes |
| 1. Steripack
 | No | Yes | Yes | Yes | No | No | Yes | No | Yes | Yes | Yes | Yes | Yes | Yes | No | Yes | Yes | Yes |
| 1. PFG Maxxcare
 | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

**\*\*Please note should you wish to purchase Re-Useable Face Masks please contact suppliers directly for pricing and product information.\*\***

Suppliers with alcohol-free based proposals (Please refer to each suppliers folder):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Supplier NOT Ranked by Value Proposed** | **Wipes** | **Hand Sanitizer** | **Hand Sanitizer Dispenser** | **Hand Sanitizer Dispenser Refill** | **Thermometers**  |
| **Aquila Bioscience** | Yes | No | No | No | No |
| **Heterochem** | No | Yes | No | Yes | Yes |
| **PRL** | No | Yes | Yes | Yes | No |

How do I purchase goods?

1. Define your requirements and examine the best option from the list of approved suppliers, (Supplier Matrix above).
2. Check out the specification of the products from the Product Information folder, these folders are structured in the following format:
	1. Company Name (1-11) *(Image A below)*
		1. Product Grouping (Wipes to Push Pedal Bins) *(Image B below)*
			1. Accreditation and Standards, Brochures, *(Image C below)*
3. Examine the accompanying Master Pricing Schedule.
4. Request quotation from selected supplier **OR** request quotations from a range of suppliers.
5. Assess product dependencies, i.e. Sanitiser Dispensers which require specific Sanitiser Refills issues etc. Should you be unsure please request further detail from the supplier.
6. Please note that you must always include the Supply Agreement reference number - **LEE898F** or competition title **‘Provision of PPE, Consumables and Equipment to the Irish Education Sector for the Department of Education and Skills’ -** in correspondence with the approved suppliers in order to activate your participation in the Supply Agreement.
7. If you do not have T&Cs to issue with your Purchase Order please find a set of T&Cs available for use within the rollout pack.

\*\*Please note should you wish to purchase Re-Useable Face Masks please contact suppliers directly for pricing and product information.\*\*

**Product Information Folder Expands as Follows for each Company and each Product:**

Information regarding suppliers with Alcohol Free products is contained in this folder.

Information regarding products is contained within this tier of folders for each supplier under each product group.

If you require additional information please request from the account manager.

Contact Us

If you have any questions about the **LEE898F** **Supply Agreement for the Provision of PPE, Consumables and Equipment to the Irish Education Sector,** or would like to know more, please contact us at the following:

Schools can contact the SPU through its website using this link [**https://www.spu.ie/contact-us/**](https://www.spu.ie/contact-us/) **or via email** **mailto:procurementsupport@spu.ie**

**OR**

**ETBs** can also contact ETBI at **PSR@etbi.ie**

**OR**

The Education Procurement Service:

**info@educationprocurementservice.ie**

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