

## Gift Cards & Vouchers (OFF3019 NW) (OFF3019 NW)

### SUMMARY

**Start date:** 1st December, 2023

**End date:** 30th November, 2025

**OJEU Number:** OJEU Reference: 2023-148228

**Lead Consortium:** NWUPC

**Main contact:** David Yates  
[david.yates@nwupc.ac.uk](mailto:david.yates@nwupc.ac.uk)

**Website:**  
<https://www.hecontracts.co.uk/agreements/1124>

### SCOPE

The Gift Cards & Vouchers Framework has one lot.

The Gift Cards & Vouchers Framework has been established for the provision of the following goods.

The scope of the Framework Agreement, is as follows:

Prepaid Vouchers and Gift Cards including Closed Loop, Open Loop, Controlled Loop, Restricted Loop, and Implied Loop options. **Suppliers must be able to offer both physical voucher and gift card options, and digital options such as e-gift cards.** This list is not exhaustive.

Specification of Requirements:

It is a mandatory requirement that suppliers to the agreement will:

- Provide access to vouchers and gift cards in both physical options- including paper vouchers and cards- and digital options. **Note: This requirement will not be satisfied merely by the ability of a recipient to print a digitally issued voucher.**
- Offer access to voucher and gift card options that are redeemable in-store or online.
- Offer access to voucher and gift card options that are redeemable at a wide variety of recognised locations and outlets throughout the UK covering as a minimum, high-street stores, supermarkets, restaurants and leisure attractions.
- Offer access to both single brand and multi-retail options.
- Issue voucher and gift card options that clearly identify the period of validity of the reward to the recipient.
- Offer fulfilment to institution or home address for physical media.
- Offer the option for bulk orders of gift or reward vouchers/cards.
- Offer personalisation options including as a minimum, personalised cards and/or accompanying emails.

The agreement delivery standard is signed for 48-hour untimed delivery. Agreement users may request the following types of delivery, which may be subject to additional charges- to be agreed at call off, but it is not a mandatory requirement of the agreement that you are able to offer these: Same Day Delivery, Same Day Delivery (Timed Delivery), Next Day Delivery, Next Day Delivery (Timed Delivery), Weekend Deliveries (Saturday/Sunday), Delivery to outside the UK .

### AGREEMENT BENEFITS

The benefits of using this Framework Agreement are:

- More advantageous pricing based on economies of scale from aggregated spend.
- Savings can be base lined by comparing prices with the prices you previously paid.
- A single exercise to establish the overarching agreement and establish the Terms and Conditions of the Framework.
- Reduced administrative effort and associated cost savings.
- The development of a longer term relationship with suppliers which is mutually beneficial.
- You have the ability to call off from the agreement as and when required rather than needing to undertake a full tender process.
- The Framework allows for the flexibility to determine specific requirements at the call off stage.
- Framework Agreements support longer term business planning as they span a period of typically four years and allow some stability from market fluctuations.
- NWUPC and your Consortium will provide contract management support to you should you experience any issues with suppliers and will act in your best interests.

### USING THE FRAMEWORK

As a publicly funded body, a European Directive governs your organisation concerning its purchasing activity and this directive was enacted into English Law through the Public Contract Regulations 2015 (PCR 15). The principles of the regulations are that you must demonstrate non-discrimination, equal treatment, transparency, mutual recognition and proportionality in all your purchases. These regulations come into force when your organisation's spend on a certain product or service or contract over a reasonable period of time exceeds the threshold amount which is currently set at £181,302 for supplies and services. This means the total aggregated spend typically over a four year period and not just one off orders.

Framework Agreements are established as a simplified route to market for you to use. The Framework will have been tendered following all the guidelines and requirements of the PCR 15 so that you can be assured of compliance with legal regulations. By combining the purchasing power of several organisations within your region or even with all the organisations in the sector you will also be able to benefit from preferential terms and pricing arrangements. Because the Framework has been tendered compliantly, you do not need to conduct a full tender process yourself and more details on how to "call off" (how to buy) will be provided in this document.

## SUPPLIERS

Appreciate Business Services t/a Love 2 Shop , Diggecard, Electrical World Ltd t/a Phairs, Hawk Ltd t/a Blackhawk Network,

## SUSTAINABILITY

-

## NEXT STEPS

-