



A simple way to get  
quotes for your  
everyday business  
needs.

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## Starter Plus

- Online Directory for the public sector
- Opportunity to quote for public sector work

**£100**  
per year

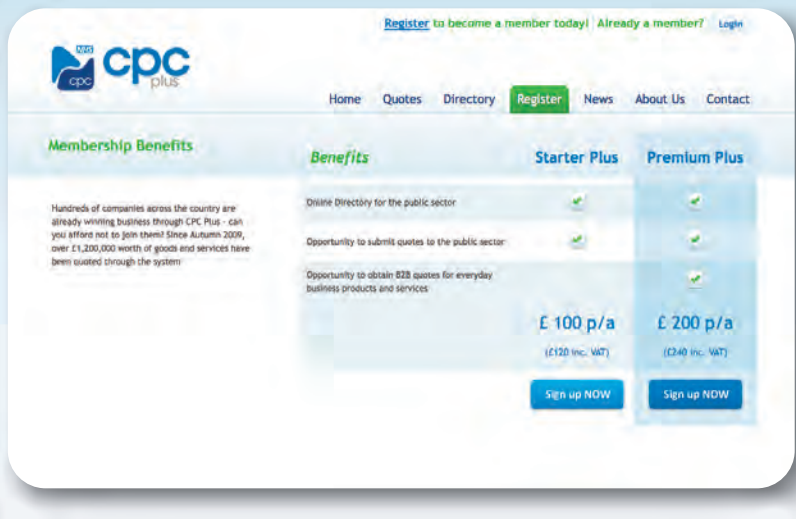
## Premium Plus

- Online Directory for the public sector
- Opportunity to quote for public sector work
- Quote business to business for your everyday products and services

**£200**

per year

# How to Register









Register to become a member today | Already a member? Login


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### Membership Benefits

Hundreds of companies across the country are already winning business through CPC Plus - can you afford not to join them? Since Autumn 2009, over £1,200,000 worth of goods and services have been quoted through the system.

Benefits	Starter Plus	Premium Plus
Online Directory for the public sector		
Opportunity to submit quotes to the public sector		
Opportunity to obtain 828 quotes for everyday business products and services		
	£ 100 p/a (£120 inc. VAT)	£ 200 p/a (£240 inc. VAT)
	<a href="#">Sign up NOW</a>	<a href="#">Sign up NOW</a>

- Click on the 'Register' tab
- Then choose which membership you want to purchase

### **Account information**

**Username: \***

*Spaces are allowed; punctuation is not allowed except for periods, hyphens, and underscores.*

**E-mail address: \***

*A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not will only be used if you wish to receive a new password or wish to receive certain news or notifications by*

### **Personal Details**

**Contact Name: \***

- Enter your account information.

You then need to check your emails for verification of your account.

You will receive another email explaining how to log in and set your password.

You are then ready to start using CPC Plus.

# How to obtain quotes



Register to become a member today! Already a member?

**NHS cpc plus**

Home

**CPC online**

Username or e-mail address: \*

Password: \*

Forgot Your Password? [Click Here](#) **Log In**

No. of Quotes **1949**

Total value **£1,420,610**

[Sign Up](#)  
 [Bid](#)  
 [Start Supplying the NHS](#)

**Register Your Business NOW** →

For more information about the benefits to your business simply [Download Information sheet \(pdf\)](#)

CPC Plus is the NHS's online marketplace for goods and services. It allows you to view quote opportunities from NHS Trusts across the country.

[View latest quotes](#)

**Latest NHS CPC Quotes**

18	<a href="#">Canon EOS 1100D SLR Digital Camera</a>	11	<a href="#">RN121647</a>
Nov	South West Yorkshire Partnership NHS Foundation Trust has a requirement for the supply of 2 x Canon...	Nov	DRAGON VOICE SOFTWARE RE PLEASE ADVISE OF ANY CARR
			<a href="#">View Quote</a>

- Enter your login details



- On the top menu bar click 'Create New'
- Then select 'Quotes'

Clothing

PPE Wear

Uniforms

Communications and Marketing

AV Equipment

Event Management

Graphic Design

Labelling

Media Buying

Photographers

PR and Marketing

Print

Promotional Items

Research

Signs and Displays

Telemarketing

Video and TV Production

Video Reproduction

- Choose from the list of tender categories the options that describe your tender.

**Award Date:**

*Format: 2 August 2011*

*Format: 01:55PM*

*Use the date picker to select when this tender was awarded.*

**Decision Date:**

*Format: 2 Aug 2011*

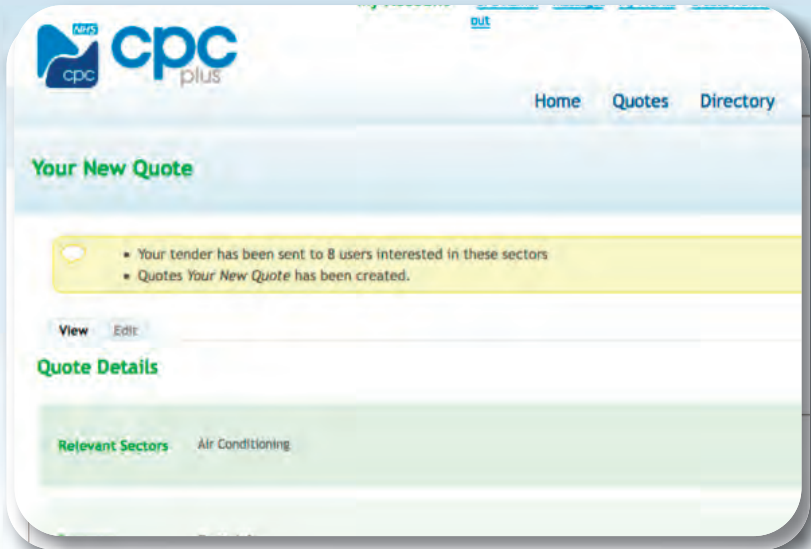
*Format: 01:55PM*

*Use the date picker to assign a decision date*

**Submit Tender**

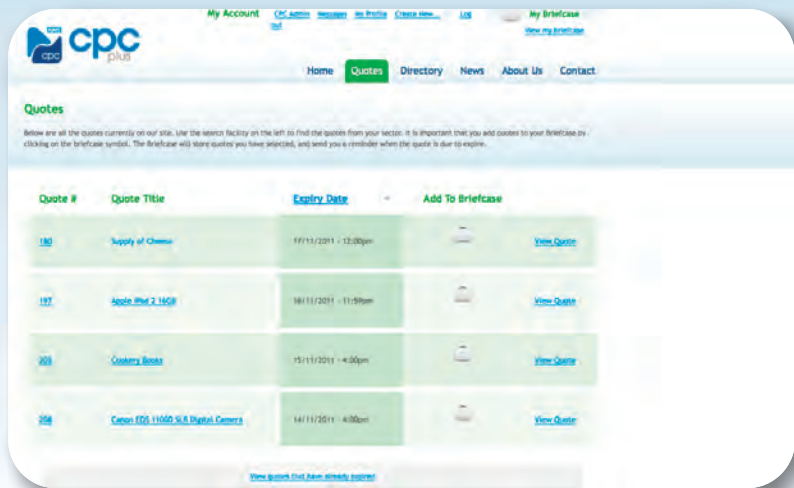
**Preview**

- To add supporting documents you can upload a file.
- Once you have selected it, press upload.
- Once you have entered all your information press preview to check it is correct.



- Then submit tender when you are happy with it.  
Your tender is complete.

# How to Bid



- Click on the 'Quotes' tab on the menu bar
- Then select the sector you require to help search for specific quotes.



The screenshot shows a tender page with the following details:

- Relevant Sectors:** NHS Trust, Other Public Sector
- Summary:** Please see attached contract brief.
- Evaluation Criteria:**
  - Cost
  - Value for money
  - Performance
  - Added value
  - Ability to deliver
  - Overall quality
- Download Documents:** [Leeds HGLC Contract Brief.doc](#)
- Unique Tender Number:** 21
- Location:** West Yorkshire
- Expiry Date:** Friday, September 23, 2011 (All day)
- Tender Quick Links:** [View Applications](#)

At the bottom of the page, there are four action buttons: "Add to briefcase", "Send message", "Ask a question", and "Submit bid".

- Once you have found a suitable tender you press the button 'Submit bid'

## Create Quote Application

[Go Back](#)Tender Name: *Supply of Cheese*

Contact Name: \*

Contact Email:

Contact Telephone: \*

Price:

£ 

Detailed Costs:

Path: p

[input format](#)

- Then fill in all of the appropriate details, making sure you enter information into all of the fields with a red asterisk.

Add another item

▶ [Menu settings](#)

▶ [Revision information](#)

▶ [URL path settings](#)

▶ [Authoring information](#)

▶ [Publishing options](#)

Submit Application For Quote

[Preview](#)

- Once you've entered all of the details and previewed your bid you can press 'Submit Application For Quote'

“CPC Plus is easy to use and a brilliant tool for any buyer searching the market.

When I submit a quote for printing, instead of writing several letters to printers, I only have to do it once, which is then sent out to several suppliers. This leaves me time to concentrate and put more effort into the other aspects of my job.

With CPC Plus you put in your own timescales for replies, you can make it as quick or as slow as you like.

No matter how obscure the item is you need quoting, there is usually a supplier out there to quote.

Katherine Raistrick - Leeds Partnerships NHS Foundation Trust

Leeds Teaching Hospitals have been using CPC plus successfully for about 18 months. The system has been implemented in the Order Management Section of the department and is used on a daily basis.

The system allows savings to be obtained through the day to day management of tactical spend rather than long-term strategic spend. So far the team have contributed one off cash releasing savings of over £400k in year. The beauty of the system is it's ease of use and supplier adoption. Suppliers are happy to register due to the low cost of entry and the trust benefits from savings it would normally obtain from this relative low level/value of procurement.

No matter how obscure the item is you need quoting, there is usually a supplier out there to quote.

C Slater - Head of Supplies  
Leeds Teaching Hospitals NHS Trust