

Northern Universities Purchasing Consortia
2021 Joint Conference



North Eastern Universities
Purchasing Consortium

NWUPC

North Western Universities Purchasing Consortium

Delivering value through responsible procurement

Rethinking Procurement

Thursday 17th June 2021

NEUPC & NWUPC Joint Virtual Conference

Supplier invitation to sponsor and exhibit

www.neupc.ac.uk

www.nwupc.ac.uk

Joint Virtual Conference 2021

Both the North Eastern Universities Purchasing Consortium Ltd (NEUPC) and the North Western Universities Purchasing Consortium (NWUPC) usually hold their own separate annual conferences, two physical events which bring together our respective members and framework suppliers. However, given the ongoing pandemic and related restrictions, physical events are not possible this year.

We're keen to still give our members and suppliers the opportunities to network and learn, so this year we have teamed up to deliver a joint virtual conference online. Our members will be able to access the learning and development opportunities that our events always provide, and you, our framework suppliers will have enhanced opportunities to engage with members from both NEUPC and NWUPC to promote your goods and services, and network with procurement professionals from our member institutions.

Why exhibit or sponsor?

The event will attract delegates from across both our Member institutions, and the supplier exhibition will be at the heart of the event. It is a great opportunity to raise your profile amongst key decision makers, from Heads of Procurement to specialist buyers within our Member institutions. Delegates will be procurement managers, buyers, finance teams, business accountants and end users from our member institutions involved in purchasing a wide range of products and services from across all category areas.

Our virtual conference will be hosted via the [Whova platform](#), which will provide a single platform for everything needed for our event. Our face-to-face Conferences are always extremely popular with our suppliers and members alike and we know that this year's conference will be no different.

What opportunities are on offer?

Sponsoring our event provides a unique opportunity to promote your organisation, its products and services to key decision makers in the sector. This can be achieved through the following opportunities available to you:

- ~~Headline sponsor (one available)~~ THIS OPPORTUNITY HAS NOW BEEN FILLED
- ~~Event sponsor (two available)~~ THESE OPPORTUNITIES HAVE NOW BEEN FILLED
- Virtual Exhibitor (multiple available)

Benefits for supplier exhibition and sponsorship include the opportunity to access key decision makers from within the Higher Education and Further Education sector across the north of England. This will enable you to engage with current and potential new customers whilst raising your profile amongst key buyers and showcase your latest products and services.

Although this is a virtual event, we will have a limit on the number of exhibitors ensuring that suppliers are afforded maximum return on investment. As with our face-to-face events, we expect the sponsorship and exhibition opportunities to sell quickly on a first-come-first served basis. However, should the exhibitor bookings attract a high level of interest from a particular framework or category group area we may need to restrict the number of suppliers from that area to ensure balance across the full range of our category groups.

OPPORTUNITIES AVAILABLE

Headline Sponsor - £1,250 + VAT (one opportunity available)

Pre-Promotion

- ✓ Your logo included on all promotion where possible
- ✓ Acknowledgement of sponsorship in both NEUPC & NWUPC monthly members' email
- ✓ Bespoke email to each full member list highlighting your sponsorship of the event, including your logo and links out to your website
- ✓ Twitter and LinkedIn coverage before and during the event

At the Virtual Conference

- ✓ Enhanced Display advertising across the Whova Platform
- ✓ Exhibitor Package as outlined below
- ✓ Logo featured on all workshop session header slides
- ✓ Access to procurement professionals from the HE sector
- ✓ A delegate place at each workshop session (unless delivered by a competitor) No other exhibitors are permitted to attend workshops.

Post Conference

- ✓ Company adverts on both NEUPC and NWUPC website homepages post event – one month duration
- ✓ List of delegates who attended the event (unless opted out of sharing details)
- ✓ Post-event email to full membership lists further promoting your services.

Event Sponsor - £750 + VAT (2 opportunities available)

Pre-Promotion

- ✓ Acknowledgement of sponsorship in both NEUPC & NWUPC monthly members' email
- ✓ Twitter and LinkedIn coverage before and during the event

At the Virtual Conference

- ✓ Display advertising across the Whova Platform
- ✓ Exhibitor Package as outlined below
- ✓ Access to procurement professionals from the HE sector

Post Conference

- ✓ List of delegates who attended the event (unless opted out of sharing details)
- ✓ Post-event email to full membership lists further promoting your services.

Virtual Exhibitor

Early Bird Rate - £550 + VAT if your booking is received before 16th April.

Standard rate - £650 + VAT

- ✓ Fully customisable online exhibition booth
- ✓ Upload company information, images, videos and files for delegates to access
- ✓ Set up promotional offers including competitions and giveaways
- ✓ Explore attendee profiles and engage with them even after the event (the platform will be live for delegates to access from 2 weeks before the event until one month after)
- ✓ Live Chat to delegates via messaging or video call
- ✓ Collect and export leads
- ✓ List of delegates who attended the event (unless opted out of sharing details)

NEXT STEPS

To book your exhibition or sponsorship package at our virtual conference, please read the terms and conditions at the end of this document and use the link below to book your sponsorship or exhibition package.

BOOK NOW

For further information please contact:

NEUPC

marketing@neupc.ac.uk

a.snowdon@neupc.ac.uk

NWUPC

admin@nwupc.ac.uk

David.Mcintyre@nwupc.ac.uk

Conditions of Booking and Cancellation Information For the NEUPC and NWUPC Virtual Conference

Who can Exhibit

Online exhibition booths (to be called exhibition booths for the rest of this document) for the NEUPC and NWUPC Virtual Conference are only open to NEUPC Ltd and NWUPC Ltd approved framework suppliers of goods and services.

Conditions of Booking

As soon as an exhibition booth is allocated payment will be due 30 days from the date of invoice. If payment is not received by the due date, we reserve the right to release the exhibition booth back for general sale. Payments are to be made through NWUPC Ltd as stated on the booking form.

Cancellation

Up until the 8th April 2021, exhibition booths may be cancelled but will be subject to a handling and administration charge of 15% of the total cost of the stand (including VAT).

From the 8th of April, any exhibitor cancelling their booking will be liable for payment of the total cost of the exhibition booth (including VAT).

Requests to cancel exhibition booth must be confirmed in writing.

A confirmation email will be sent upon receipt of payment; all bookings are considered as provisional until payment has been received.

Information supplied on the Exhibiting Booking Form will be used by NEUPC Ltd / NWUPC Ltd for the purpose of organising the Conference. Information will be used to communicate matters concerning the Conference to delegates, exhibitors and other organisations involved in organising or supporting the Conference/Exhibition. See [NEUPC](#) Ltd / [NWUPC](#) Privacy Notices for further details.

For full Terms and Conditions, please refer to the Terms and Conditions for Exhibitors at Conferences and Events below.

NEUPC / NWUPC Ltd Terms and Conditions for Exhibitors

1 Definitions

In these conditions the following expressions shall have the following meanings:

1. "NWUPC Ltd" is The North Western Universities Purchasing Consortium Limited.
2. "NEUPC Ltd" is The North Eastern Universities Purchasing Consortium Limited.

3. "The Event" means any Exhibition, Conference, Seminar, Demonstration or other event organised by NEUPC Ltd and NWUPC Ltd.
4. "the Exhibitor" means the person, firm, company or organisation with whom or in whose name and on whose behalf the contract is made.
5. The contract means the booking form and any other communications in writing between the parties in respect of The Event.
6. "the Conditions" means the terms and conditions contained herein.

2 General

These conditions shall be deemed to be incorporated in all contracts of NEUPC Ltd / NWUPC Ltd with suppliers to use facilities and in the case of any inconsistency with any order, letter or form of contract sent by the exhibitor to NEUPC Ltd / NWUPC Ltd or any other communications between the exhibitor and NEUPC Ltd / NWUPC Ltd

whatever be their respective dates the provisions of these conditions shall prevail unless expressly varied in writing and signed by a Managing Director of NEUPC Ltd / NWUPC Ltd. Any concession made or latitude allowed by NEUPC Ltd / NWUPC Ltd to the exhibitor shall not effect the strict rights of NEUPC Ltd / NWUPC Ltd under the Contract.

If in any particular case any of these Conditions shall be held to be invalid or shall not apply to the Contract the other Conditions shall continue in full force and effect.

3 Bookings

1. Notwithstanding NEUPC Ltd / NWUPC Ltd may have given a detailed quotation or estimate no contract shall exist between NEUPC Ltd / NWUPC Ltd and the Exhibitor until the booking form has been signed by the Exhibitor and all fees have been paid in full.
2. Exhibition fees are non-returnable in the event of non-attendance, or cancellation or other non-performance by the Exhibitor.
3. All prices stated are in exclusion of Value Added Tax, which will be charged at the appropriate rate.

4 Terms of Payment

1. All payments must be made in full to NWUPC Ltd within 30 days from the date of invoice.
2. Time of payment shall be of the essence of the contract.

5 Consequential loss

NEUPC Ltd / NWUPC Ltd shall not be liable for any costs, claims or damages or expenses arising out of any tortious act or omission or breach of contract or statutory duty calculated by reference to profits, income, production or accruals or loss of such profits, income, production or accruals or by reference to accrual of such costs, claims, damages or expenses on a time basis.

6 Force Majeure

NEUPC Ltd / NWUPC Ltd shall not incur any liability to the Exhibitor if NEUPC Ltd/NWUPC Ltd is unable to provide any or all of the facilities by reason of any cause or circumstance outside its control including, but not limited to, strikes, lock-outs, accidents, war, acts of God, fire, flooding, epidemic, pandemic, terrorist attack, civil commotion or riots, reduction or failure of power supplies, students' demonstrations or sit-ins.

7 Rights Reserved and Miscellaneous

1. No waiver by NEUPC Ltd / NWUPC Ltd of any of its requirements or of any of its rights shall release the Exhibitor from the full performance of its obligations under these conditions.
2. The headings in these conditions are for ease of reference only and shall not affect their interpretation.
3. The Contract shall be governed by and construed in accordance with English law and NEUPC Ltd / NWUPC Ltd and the Exhibitor agree to submit to the non-exclusive jurisdiction of the English Courts.