

WRAP Local Authority Joint Procurement Database for Vehicles and Containers

User Guide

WRAP has developed a joint procurement database to help local authorities work collaboratively to procure vehicles and/or containers more efficiently. The database helps local authorities search for potential partners with similar timescales and vehicle and/or container requirements.

How Do I Input Data?

You will need a password which was sent to you in an email titled "WRAP's Local Authority Joint Procurement Database for Vehicles and Containers"

Click the link [here](#) and you will be taken to the survey where you can input your data.

How do I view the data?

You can choose to view the data submitted by potential procurement partners by clicking [here](#)

From there you should be able to:

- **Sort and filter** through responses to the various survey questions/categories such as 'Local Authority Name', 'Is your Local Authority intending to procure new vehicles to enable the collection of food waste from households in your council area?' and others.
- Simply click on '**Filter**' and select the category you would like to sort by.
- Once you select the category, you can use the dropdown menus in the columns to select the response to that specific question that you want to see, for example 'yes, vehicle requirements known but procurement is not yet underway'. This filter would then only show users who have indicated that they know what vehicles they want to procure but have not yet begun procurement.
- You can then click '**add condition**' to add additional filters to the data, for example you may only be looking for procurement partners who are interested in sourcing electric vehicles, or kerbside caddies.
- You should then be able to identify which partners may be worth contacting to potentially work together on a joint procurement process.

How do I contact a potential procurement partner?

The best method is likely to reach out to them directly via their email address, which should be visible within the database. Alternatively, the LA could be reached through their usual publicly available communications channels.

How do I Update or Delete my data?

You should have been sent a unique link in an email to be able to update or delete your data. If you no longer have this link, please send us an email at policysupportevidence@wrap.ngo. Each LA is responsible for ensuring their data is correct.

Who can Access this data?

Only those which have the password can access this data. The password is controlled by WRAP and has only been sent to Local Authorities.

Your data is subject to WRAP's website [Terms and Conditions](#) and [Privacy Policy](#) which can be viewed [here](#).

Add an entry to the database by clicking [here](#)

View the database of LAs searching for procurement partners by clicking [here](#)