

# ibd **OUTSOURCE**

**ibd OUTSOURCE** is an initiative to connect **ibd** members, their clients and any prospective clients with suppliers of products and sub-contract manufacturing facilities in lower cost regions on a world wide basis.

## How does it work?

Qualified **ibd OUTSOURCE** Agents carry a portfolio of suppliers throughout the world who conform to strict qualification criteria. Information relating to the products and services offered by these vendors will be available on the **ibd** website for members and clients to access. However, we do recommend an initial face to face meeting with our **OUTSOURCE** Manager or **OUTSOURCE** Executive, as this list is not comprehensive and only the Manager or the Executive would have full knowledge of the current opportunities. This meeting is free and with no obligation on the client's behalf.

Outsourcing agreements are put in place by the **ibd** Adviser and the **ibd OUTSOURCE** Manager, utilising an **ibd OUTSOURCE** Agent where applicable, and commissions are shared between **ibd**, the adviser and the manager/agent. Of course, in some cases the roles of adviser and manager/agent may be performed by the same individual, in which case commissions are shared accordingly.

## Who can use the service?

All existing **ibd** Advisers who are current members can utilise the service on behalf of their clients, or their prospective clients, and any members who meet the qualification criteria can apply to become Agents.

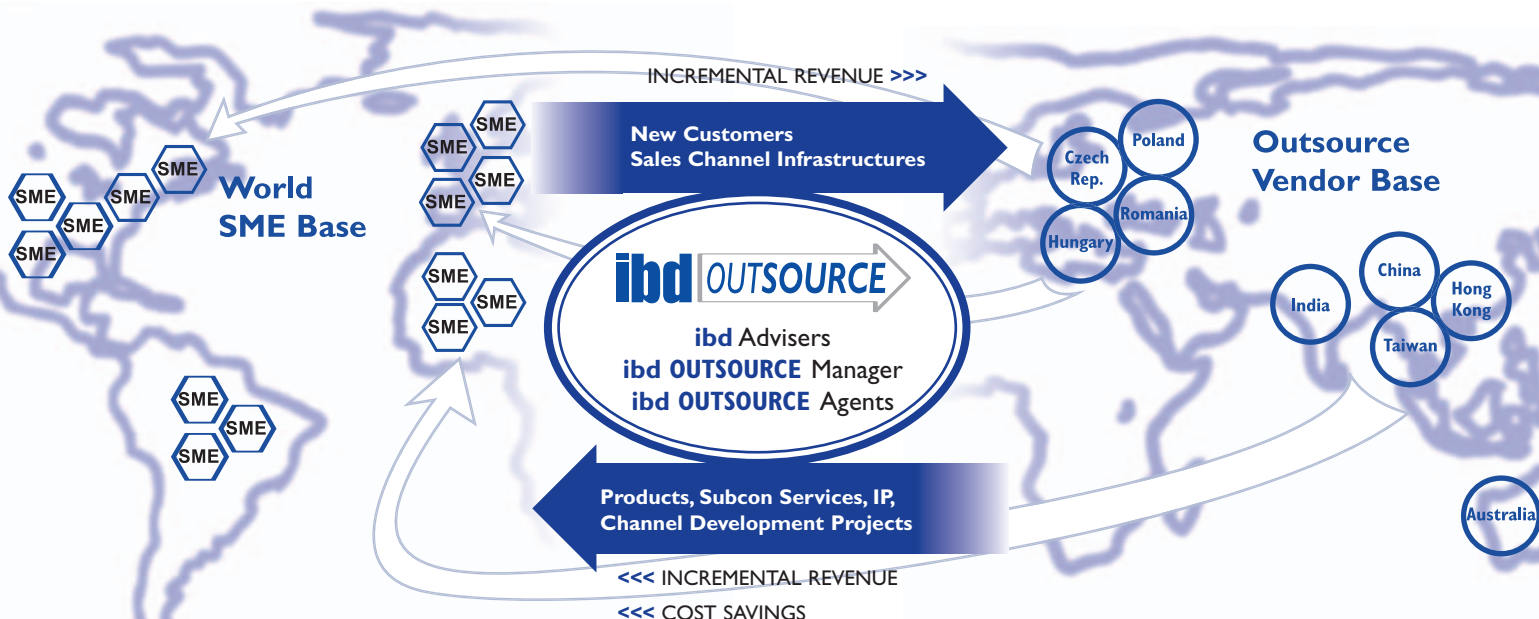
Any **ibd** Adviser who has a potential supplier contact/s can propose that this supplier is added to the supplier database, and would be responsible for negotiating his/her fees directly with that supplier.

## How do I access the **ibd OUTSOURCE** service?

Contact the **ibd OUTSOURCE** Manager (details overleaf), or your regional **OUTSOURCE** Executive Adviser to discuss your requirements.

The first step is a meeting between the **OUTSOURCE** Manager or an **OUTSOURCE** Executive. This is to establish as many facts as possible. The meeting is free and without any obligation. The next step will be a consultation exercise designed to carry out fact-finding and conduct the necessary research into the client's requirements. This will be carried out by the **OUTSOURCE** Manager or Executive Adviser. This will take between 1 and 3 days and will be charged at an agreed daily rate, with fees split between the individuals involved.

Thereafter, the Manager or Adviser will select suitable suppliers from the database or via the **OUTSOURCE** Agents and provide quotations according to the client's requirements. The client will also complete a Request for Quotation form which contains important details regarding their capacity to purchase the product/service in question. Commissions are paid on the savings made, or as a percentage of the sales order.



## What are the Agent qualification criteria?

Experience has taught us some important lessons about ability to perform the tasks of an **ibd OUTSOURCE** Agent, and the requirements include the following:

- ✓ The agent must have an established and proven supplier network in the region in question
- ✓ He/she must have hands-on experience of doing business in the region
- ✓ An infrastructure must exist to facilitate business (e.g. customs clearance, transport etc.)
- ✓ The legal entities necessary for clients to place orders or contracts, receive invoices and pay them must be in place
- ✓ The agent must be able to demonstrate knowledge and understanding of any regulations to do with product safety trading practices, excises, liability and so on.

**Properly executed, the programme will create a win-win situation for all parties:**

- ✓ Clients will source lower cost goods and services, and **ibd** Advisers will generate profit as a result of helping clients to access new supply bases
- ✓ **ibd** advisers will be positioned to acquire suppliers who in turn become new clients who need help penetrating European and Worldwide markets
- ✓ New business will be generated for the supplier base

## Can all and any suppliers join?

No. Vendors of products or services who wish to join the programme will be strictly assessed and required to meet a set of criteria including, but not necessarily limited to:

- ✓ They are established, profitable businesses
- ✓ They are capable of providing sound trade references
- ✓ They have proven export capability
- ✓ They operate in accordance with recognised international standards of quality, safety and human rights
- ✓ Their executives are 'English' speaking and are prepared and able to represent the company in the case of disputes or quality problems

## Outsource Capability

### Design & Origination

- Software Development ✓
- Product Design ✓
- CAD/CAM Services ✓
- Architecture ✓

### Operational Services

- Subcontract Manufacturing ✓
  - Electronics ✓
  - Wood ✓
  - Metal ✓
  - Other ✓
- Printed Matter ✓
- Call Centres ✓
- Tourism ✓
- Real Estate ✓
- Engineering ✓
- Telecommunications ✓

### Products

- Bottles ✓
- Cutlery & Tableware ✓
- Household Appliances ✓
- Office Furniture ✓
- Fine Metal ✓
- Healthcare Products ✓
- Heavy Metal ✓
- Skin/Beauty Care ✓
- Food ✓
- Beverages ✓
- Tobacco Products ✓
- Chemicals ✓
- Footware ✓
- Boats, hulls and Marine Equipment ✓
- Textiles ✓
- Building Materials ✓
- Minerals ✓
- Fuels ✓

*This list is not exhaustive - contact us for more details.*

For more information please call  
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