

Supplier Selection Grid: Department for International Trade

All the information in the body of the document has been compiled from information directly submitted by the organisations. This document has been compiled to provide product detail for potential service providers.

These organisations are FCSA accredited and on the approved supplier list.

Green Park has not altered or influenced the content and is totally impartial when contractors are selecting their service provider.

Services Offered	Value or Yes/No	Comments
Price Week / Month	-	Weekly payments available. Available upon request
Holiday Pay	No	
Process Expenses	Yes	
Pension Arrangements	No	
Same Day Payment	Yes	
IR 35 + Multi Client	-	Freedom Friday only process Deemed Payments
APP or Web submission	Yes	
Deductions Breakdown	Yes	Detailed remittance each month, with explanation and illustration at sign up stage
Advanced Payments	No	
Dedicated Customer Care	-	Field based account manager, Bethany Fray, and office based dedicated account manager, Emma Morton, Customer care and registrations team, Payroll team, expenses team.
Duty of Care Team	-	Operations and compliance team
Additional Benefits	-	<ul style="list-style-type: none"> • Can set up a Ltd company through sister company within 24-48 hours • We have extended our opening hours and our registration and customer care team are now available from 8am-7pm Monday to Friday • You can now reach your dedicated team directly on 02392883350 making it lots easier if you or the team need any help • Each of your workers will not have their own dedicated account manager throughout their contracting journey • As always all workers receive a free 'Early Pay Text' service to inform on take home pay as well weekly remittance advice

Services Offered	Value or Yes/No	Comments
Price Week / Month	£69.50	£69.50 per month
Holiday Pay	Yes	Accrued or advance
Process Expenses	Yes	Subject to SDC assessment
Pension Arrangements	Yes	Auto enrolment
Same Day Payment	Yes	Free same day CHAPS payment
IR 35 + Multi Client	Yes	
APP or Web submission	Yes	Online Registration form and Smart Portal
Deductions Breakdown	Yes	Take-home earnings illustration provided after initial free consultation with Dedicated account manager
Advanced Payments	Yes	We can pay you a cash advance on a weekly basis for a small margin.
Dedicated Customer Care	Yes	Your own dedicated Account Manager
Duty of Care Team	Yes	Each candidate is given key contact in addition to their dedicated Business Manager who will be able to support them
Additional Benefits		<p>Additional benefits to the SmartWork service include:</p> <ul style="list-style-type: none"> Personal Account Manager We will process your timesheets and raise invoices on a daily basis to your agency or end client We will assist you with the reclaiming of tax relief from HMRC at the end of the tax year (Subject to SDC test) We will process all of your payments by CHAPS to your personal bank account net of all taxes We will provide you with comprehensive business insurances to ensure you are insured whilst working at your temporary work place, which includes: <ul style="list-style-type: none"> £10 million Employers Liability £10 million Public Liability £5 million Professional Indemnity* £1 million Medical Malpractice Process Statutory sick pay, maternity/paternity and holiday pay Money Back Guarantee if we don't live up to your expectations! All of your details will be available to you online on the SmartPortal Price match Guarantee – we don't think you'll find the same level of service anywhere else, that's why we price match any like-for – like packages Refer-a-friend scheme - recommend a friend and you could receive another 4 weeks services for free! Same Day Cash Advance – We can pay you a cash advance on a weekly basis for a small margin. Free Switch to Ltd service if your circumstance change Free SDC review

Services Offered	Value or Yes/No	Comments
Price Week / Month	Yes	<p>Week £16 for £11.99 per hour and below. £22 for anything above £12 per hour</p> <p>Month £48 per month for £11.99 and below. £66 per month for £12 and above</p>
Holiday Pay	Yes	Included in the net pay calculation. This is calculated at 12.08% of the contracted rate
Process Expenses	Yes	Can process Multi Site Worker expenses if the contractor passes the SDC questionnaire/assessment
Pension Arrangements	Yes	Auto enrol candidates into the Danbro One Scheme after 12 weeks of employment
Same Day Payment	Yes	Process payroll Monday - Friday
IR 35 + Multi Client		
APP or Web submission	Yes	Have an online portal which is mobile friendly
Deductions Breakdown	Yes	Provide illustrations for all consultations. Contractors will also receive weekly payslips detailing their deductions
Advanced Payments	Yes	On Request. These are approved on a case by case basis subject to acceptance of the payroll team
Dedicated Customer Care	Yes	Dedicated Business Development Consultant and a dedicated Payroll Team
Duty of Care Team	Yes	Within the devoted Payroll team, there are several Customer Service agents who will be able to assist with any questions contractors may have
Additional Benefits	Yes	<ul style="list-style-type: none"> • Bupa Cash Plan (booklet available upon request) • Danbro Rewards (This is a reward and offer scheme for different shops/food outlets etc.) • Refer a Friend Scheme (If a contractor refers someone to Danbro who is paid for a minimum of 5 weeks, you will receive 2 weeks free margin)

Services Offered	Value or Yes/No	Comments
Price Week / Month	Umbrella and Accountancy service	<ul style="list-style-type: none"> • Umbrella solution (Parasol) £20.00 margin per week, net impact to contractor is £11.90 • No leaving fee for Umbrella, 1 margin retained per timesheet submitted between Monday and Sunday. No margin retained if contractor out of assignment and looking for work • Contractors do also receive 1 month free upon joining • Has a switcher offer for contractors who already have their own limited company to receive 12 months half price • Can price match, if a contractor has found a solution cheaper elsewhere
Holiday Pay	Yes	Paid within contractors pay each week or month
Process Expenses	Yes/No	All dependent on if the contractor is subject to supervision, direction or control. An expense policy guide is available upon request
Pension Arrangements	Yes	Auto enrolment pension
Same Day Payment	Yes	Same day payments are offered
IR 35 + Multi Client		Offer stand along IR35 reviews to help determine whether they would fall inside or outside IR35 which is £95.00 plus VAT
APP or Web submission	Yes	All contractors have access to the Parasol & Clearsky portal
Deductions Breakdown	Yes	Can provide a calculation, need to provide hours and a pay rate to base it off
Advanced Payments	Yes	This is something Parasol look at on a case by case basis
Dedicated Customer Care	Yes	<ul style="list-style-type: none"> • Employee support team open between 8am – 7pm Monday to Friday and 10am – 2pm on Saturday.
Duty of Care Team	Yes	HR
Additional Benefits	Reduced Margin	<ul style="list-style-type: none"> • We currently offer your contractors a reduced margin of £20.00 which will have a net impact to them of £11.90

Services Offered	Value or Yes/No	Comments
Price Week / Month	Yes	Umbrella: £15 per week (any pay frequency – weekly/fortnightly/monthly) • Same day setup
Holiday Pay	Yes	Option for contractor to have it paid back with each payment or accrued in a holiday pot
Process Expenses	Yes	Mileage for mobile workers and Fixed expenses if not under SDC
Pension Arrangements	Yes	Workplace pension
Same Day Payment	Yes	As standard, free
IR 35 + Multi Client	Yes	We provide free, underwritten IR35 contract reviews
APP or Web submission	Yes	Online portal including FreeAgent software for accountancy clients
Deductions Breakdown	Yes	Deduction & timesheet breakdown included on all payslips
Advanced Payments	Yes	Every day (Monday - Friday). No charge
Dedicated Customer Care	Yes	For contractors: Amy Knightley & her team (01179297683 – sales@nasagroup.co.uk) For agency: Stuart Roberts (07590507939 – stuart.roberts@nasagroup.co.uk)
Duty of Care Team	Yes	Supported by our Directors, please send all queries to Stuart Roberts
Additional Benefits	Yes	Multiple schemes available depending on what works best for you

Services Offered	Value or Yes/No	Comments
Price Week / Month	Price per week: £15 Per month: £65	<ul style="list-style-type: none"> • Umbrella.co.uk Price matches • There is a Chartered Accountants packages starting from £29.25 per week +VAT. Free Incorporate and business bank set up. • Umbrella service provided at £15 per timesheet • No joining or leaving fees
Holiday Pay	Yes	Paid pro rata and detailed on each payslip how much a contractor has received that week in holiday pay
Process Expenses	Yes	Client billable expenses will be processed without tax and NI deductions. Any other expenses are processed subject to SDC legislation
Pension Arrangements	Yes	All contractors are opted in after 12 weeks of continued employment through NEST the pension provided. NEST provide an information pack to each contractor after 8-10 weeks of employment with information on how to opt out if you wish
Same Day Payment	Yes	All payments are same day Monday and Tuesday. Anything we receive Wednesday/Thursday/Friday will be paid on Friday. All advances are made same day
IR 35 + Multi Client	Yes	Yes, can pay contractors working through multiple clients or agencies. Can run a deemed payroll solution for people wanting to be paid into limited companies who are inside IR35
APP or Web submission	Yes	Do not have a smartphone app but do have a website registration form contractors can complete. Also have a portal contractors are given log ins for to view all your payslips and submit timesheets for invoicing agencies
Deductions Breakdown	Yes	A full illustration showing all deductions is provided to each contractor who enquires about the services or registers for services. An illustration showing all deductions can also be sent to any consultant who requests one
Advanced Payments	Yes	Must be sent from a member of the payroll team and cut off is 16:45 each day
Dedicated Customer Care	Yes	We have a dedicated welcome team who help contractors after sign up, talk through our contract of employment and answer any questions they have. They also assist in setting up new placements through future agencies for each contractor
Duty of Care Team	Yes	Dedicated customer services team who can be reached by email/phone/post and livechat as well as on a support phone at the weekend
Additional Benefits	Yes	Contractors can get access to a host of benefits such as rewards packages giving them discounts in high street shops, 38% off cinema costs as well as personal accident cover insurance

Services Offered	Value or Yes/No	Comments
Price Week / Month	PRICE WEEK / £28 MONTH / £112	Price is for Umbrella
Holiday Pay	Yes	Option to accrue, or to be advanced out along side wages
Process Expenses	Yes	Must be supported by receipts – this would now be a year end claim direct with HMRC
Pension Arrangements	Yes	Auto enrolled after 12 week deferment – contractors can opt straight out at 12 weeks
Same Day Payment	Yes	
IR 35 + Multi Client	Yes	We are able to review contracts for IR35 status, we are also able to work with contractors who work with Multiple end clients
APP or Web submission	Yes	Online portal: MYJSA online
Deductions Breakdown	Yes	Payslip explanation available upon request
Advanced Payments	Yes	
Dedicated Customer Care	Yes	8am - 8pm Monday - Friday, 9am - 12pm Saturday
Duty of Care Team	Yes	Customer service, and best advice throughout the business offering support and guidance
Additional Benefits	Yes	Employee Benefit Scheme Accident cover Contractual insurances

Services Offered	Value or Yes/No	Comments
Price Week / Month	Umbrella PAYE with expenses: £17 no expenses: £14	Is the only FCSA member to offer the option of a full range of reimbursed travel and subsistence expenses
Holiday Pay	Y	Workers can choose Accrued or paid each week
Process Expenses	Y	Either on top reimbursed by the client expenses or T&S expenses can be processed without being subject to tax and NI, provided the process is followed and the correct evidence is provided
Pension Arrangements	Y	Auto enrol at the point of registration. Workers can choose to opt out at a later date
Same Day Payment	Y	Yes – offers this service
IR 35 + Multi Client	Y	Yes - can offer independent reviews from our partner Bauer and Cottrell
APP or Web submission	Y	For expenses - either option is ok
Deductions Breakdown	Y	Before set up an illustration is offered. After set up we email a pdf explaining what all the elements of your payslip means
Advanced Payments	Y	With an email from payroll for confirmation of hours we can offer advance payments
Dedicated Customer Care	Y	Have just one standard rate landline for all queries. Our internal call system direct the call to the relevant department
Duty of Care Team	Y	
Additional Benefits	Accountancy	£169 per month, includes free company incorporation, free online bank, FreeAgent software included and no registration fee with ADVANCE. It also comes with 13M of Liability insurance inclusive or a reduced fee if not required. Can have candidates registered and fully insured on site within 24 hours at no cost to the worker



Services Offered	Value or Yes/No	Comments
Price Week / Month	PRICE PER WEEK / £25	Price match Accountancy service provided? Yes Any joining of leaving fee? No
Holiday Pay	Yes	12.07% of pay rate
Process Expenses	Yes (only if applicable)	The agency would need to confirm the worker's SDC and multi-site status. Expenses policy pack available upon request
Pension Arrangements	Yes	Work with Nest. Automatically postpone enrolment for 12 week period from date of eligibility
Same Day Payment	Yes	Payments will be made to reach bank by 17:30
IR 35 + Multi Client	Yes	
APP or Web submission	Yes	Online portal available where people signed up will get access to (Payslips + Expense processing)
Deductions Breakdown	Yes	Second page of payslip will show all deductions (FCSA accredited payslip)
Advanced Payments	Yes	No charge
Dedicated Customer Care	Yes	
Duty of Care Team	Yes	
Additional Benefits	Yes	All umbrella workers will be covered by NumberMill insurances (booklet available upon request). Loyalty Points scheme

Services Offered	Value or Yes/No	Comments
Price week/month	See comments	£25 per timesheet umbrella
Holiday Pay	See comments	Holiday pay is included in regular pay, and payslip details how much
Process Expenses	Yes	Umbrella expenses subject to a passed supervision direction and control test
Pension Arrangements	Yes	We operate auto enrolment
Same Day payment	Yes	We run several pay runs a day using faster payments
IR35+ Multi Client	Yes	We run payroll for each assignment, so outside of IR35 assignment would be unaffected by inside assignment
App or Web Submission	Yes	We use the Connect Portal, allowing customers to upload their hours and automatically generates invoices
Deductions breakdown	Yes	Payslips detail all deductions
Advanced Payments	Yes	We have a limited facility for advances for our referring partner agencies
Dedicated customer care	Yes	Customer services team available between 8am-6pm Mon-Fri and 8am-2pm Saturday
Duty of care team	Yes	Nurture team on hand for all new customers for their first three months
Additional Benefits	Yes	Customers get free advice from Brookson financial services, who help our contractors with mortgages and other financial queries.

Services Offered	Value or Yes/No	Comments
Price Week / Month	PRICE WEEK £20 MONTH / £75	<ul style="list-style-type: none"> Fully employed product No joining of leaving fee
Holiday Pay	Yes	Umbrella only
Process Expenses	Yes	<ul style="list-style-type: none"> Umbrella only T&S Legislation 2016 applies Other business expenses via Year End Self-Assessment Mileage at source if mobile worker
Pension Arrangements	Yes	
Same Day Payment	Yes	
IR 35 + Multi Client		Orange Genie Complete, They can switch between Accountancy and Umbrella seamlessly depending on contract role and IR35 Status.
APP or Web submission	Yes	Orange Genie Customer Portal and Orange Genie Edge App with instant access to payslips, pension, discounts, online doctor, counselling, recipes, workouts, medical specialist and care support. (more info is attached OG Edge-How to access Benefits)
Deductions Breakdown	Yes	Payslip provided weekly
Advanced Payments	Yes	No charge
Dedicated Customer Care	Yes	
Duty of Care Team	Yes	ISO accredited and Fully FCSA Member
Additional Benefits		FREE access to Orange Genie Edge, (brochure upon request for more info G651 OG Edge Employee Benefits). With this new Benefits platform for contractors, Orange Genie Edge are certain that this will improve satisfaction, engagement and general well-being for contractors. FOC, EL, PL, PI Insurance

Services Offered	Value or Yes/No	Comments
Price Week / Month	£65.00	Weekly payments available
Holiday Pay	Yes	Contractor has the option to advance or retain holiday pay.
Process Expenses	Yes	Subject to Employment Status questions and SDC. Advice is offered to contractors on initial call.
Pension Arrangements	Yes	NOW Pensions - Opted in after 12 weeks, contractors have the option to opt out.
Same Day Payment	Yes	
IR 35 + Multi Client	N/A	
APP or Web submission	Yes	
Deductions Breakdown	Yes	Detailed payslip each month, with explanation and illustration at sign up stage
Advanced Payments	Yes	Terms will need to be discussed
Dedicated Customer Care	Yes	Field based account manager, Bethany Fray, and office based dedicated account manager, Emma Morton, Customer care and registrations team, Payroll team, expenses team.
Duty of Care Team		Operations and compliance team
Additional Benefits		<ul style="list-style-type: none"> • Easy onboarding process • Regular worker updates • Super flexible troubleshooting • Candidate refer a friend scheme • Liquid Perks (Rewards and deals) • Full insurance cover • Expert advice

Services Offered	Value or Yes/No	Comments
Price Week / Month	£12.50 per time sheet (£6.37 after tax relief)	
Holiday Pay	Yes	We can give the contractor the choice of whether they would like to be paid holiday when they take time off, or advanced to them within each payment processed. Please note if you take the advanced option you will not be paid if you take any time off.
Process Expenses	Yes	We can process reimbursed expenses from the client in full. If the contractor passes our supervision, direction and control test (SDC) we can also process out of pocket expenses
Pension Arrangements	Yes	We have an auto enrolment arrangement with Nest
Same Day Payment	Yes	
IR 35 + Multi Client	Yes	All engagements through the umbrella would be processed as inside IR35. If a contractor has multiple clients working inside and outside IR35 we would recommend our GBC service (see separate GBC table)
APP or Web submission	No	There is no need to submit timesheet information to giant for work billed via Green Park. Any non-Green Park assignments would be invoiced by the contractor as normal
Deductions Breakdown		With giant umbrella we show all our deductions as the employer as employment costs. These employments costs comprise of employer NI, apprenticeship levy and our margin. The remaining funds are then the contractors taxable pay. We calculate employees NI and PAYE on this figure. After all deductions the net pay is then paid to the contractors personal bank account.
Advanced Payments	Yes	We have a dedicated customer care team available between 9-6pm Monday to Friday. The contractor also has access to an online portal where they can submit queries to us 24:7
Dedicated Customer Care	Yes	As an employee of giants umbrella we provide you with an employee handbook detailing all our policies around our duty of care to you as our employee and how to raise any HR related issues you may face whilst an employee of giants working on assignments
Duty of Care Team	Yes	All our umbrella workers have access to our award winning giant advantage employee benefits package at an additional cost of £3.75 per week.
Additional Benefits		

Services Offered	Value or Yes/No	Comments
Price Week / Month	1%	Giant deduct 1% from the funds (excluding VAT) received from the agency
Holiday Pay	No	You are not employed by giant under the GBC service. There are no employment obligations on giant as you continue to contract via your own limited company.
Process Expenses	Yes	We can process reimbursed expenses from the client in full.
Pension Arrangements	No	
Same Day Payment	Yes	
IR 35 + Multi Client	Yes	All engagements inside IR 35 can be processed via GBC and payments made to your limited company. If a contractor has multiple clients working inside and outside IR35 you can continue to bill non-Green park assignments via your limited company in the normal way.
APP or Web submission	No	There is no need to submit timesheet information to giant for work billed via Green Park. Any non-Green Park assignments would be invoiced by the contractor as normal
Deductions Breakdown		<p>If your assignment is inside IR35 we agree a new reduced assignment rate with you. This assignment rate is based on your current rate less our 1% margin, employers NI (13.8%) and the apprenticeship levy (0.5%).</p> <p>We then calculate employees NI and PAYE deductions based on this new rate. PAYE is initially calculated on a BR tax code. Please note we may receive further coding notices from HMRC and we may increase the amount of tax deducted accordingly. In this event you should contact HMRC directly to ensure that the new tax code is appropriate.</p> <p>The remaining funds are paid to your limited company bank account. We publish a remittance on your giant portal every time a payment is processed so you can clearly see the deductions made for PAYE and employees NI. These deductions are submitted to HMRC.</p>
Advanced Payments	Yes	We have a dedicated customer care team available between 9-6pm Monday to Friday. The contractor also has access to an online portal where they can submit queries to us 24:7
Dedicated Customer Care	No	
Duty of Care Team	No	
Additional Benefits	1%	Giant deduct 1% from the funds (excluding VAT) received from the agency



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