

# Tendering for Public Sector Contracts

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# Objectives of the Workshop

- **Overview of the rules that govern public sector procurement in Scotland**
- **What are the contract opportunities with Dumfries and Galloway Council and how do you access them?**
- **How are tenders evaluated in public sector**



# Key principles of procurement legislation



# What does this mean?

- **One portal in Scotland to go to access opportunities**
- **Proportionate tendering processes based on complexity and value of requirements**
- **Lotting Strategies**
- **Sustainability at the core of what we deliver**
- **Contract register, Procurement Strategy and Annual Reports published**

# Procurement Notices

- **Prior Information Notice**
  - Provides advanced warning of forthcoming opportunities
- **Contract Notice**
  - Formal advert for live opportunity
- **Contract Award Notice**
  - Provides details of the contract awarded
- **Quick Quote**
  - Specific invite for suppliers to quote for lower value contracts
- **Tender Documents**
  - Documentation used to obtain formal offers which if successful constitute the contract itself following acceptance

# Procurement Spend FY 18/19

Total Spend - £208M



Revenue Savings - £213K  
Capital Savings – £91K  
Cost Avoidance - £1.3M



**64% Score in PCIP Assessment**

**87% Spend matched to Contracted Suppliers**

**30% Spend with Local Businesses**



**60.51% Spend with SME'S**

**Mandatory online training for all staff launched**



**Spend with 4323 suppliers**

## Top 5 Spend Areas

1. Social Care & Services (£64M)
2. Construction (£44M)
3. Facilities Management (£19M)
4. Waste & Environmental Services (£17M)
5. Utilities & Energy (£7M)



# Dumfries and Galloway Council's Thresholds and Procedures

- £0 - £1,999 for goods / services / works
- £2,000 - £19,999 for goods / services / works
- £20,000 - £49,999 for goods and services
- £20,000 - £149,999 for works
- £50,000 – £181,302 (OJEU threshold) for goods and services
- £150,000 – £4,551,413 (OJEU threshold) for works
- Over EU Threshold



# How are tenders evaluated and what training is available?

- **Stage one – compliance with minimum criteria**
- **Stage two - value for money with appropriate price / quality weighting**
- **Improve your chances of winning by clearly demonstrating how you meet the required standards and delivery requirements**
- **Supplier Development Programme**

# The Award Process

When awarding a contract the Council will provide:

- Award and decline letters
- Observe a standstill period where necessary
- Debrief

# How to find opportunities with Dumfries and Galloway Council?

- **Contract register**
- **Contract workplan**
- **Build below the thresholds**
- **Public Contracts Scotland portal**

<https://www.dumgal.gov.uk/article/15191/Council-contracts-and-tender-opportunities>

# The Benefits of Working with Public Sector

- **Transparency – fair, honest and professional**
- **Prompt and reliable payment**
- **Stability**
- **Size of contracts and spend**
- **Level playing field**

# QUESTIONS?