

Reference Number: FOI-101004504337

Response provided under: Freedom of Information Act 2000

Request:

- 1 What procurement system do you use? And is this also where you publish tenders?
We currently use the Proactis system, formally known as DueNorth
- 2 Do you publish tenders anywhere else, if so where? For example, your website, Contracts Finder etc
We also advertise on Contracts Finder for tenders over £25,000, and the Official Journal of the European Union (OJEU) if the value is above the threshold (currently £181,302.00 for goods and services and £4,551,413.00 for works)
- 3 How much do you pay per annum for your procurement software?
We pay £11,650.00 for our e-tendering system
- 4 What are the contract start and end dates with the provider and when will the next tender become available?
The start date was 1/10/2015 and the end date is the 31/3/2020. This software is periodically reviewed and any e-tendering tender opportunities will be advertised on the supplyingthesouthwest portal and Contracts Finder as necessary.
- 5 How long have you used this software for in total?
From October 2015 to date
- 6 What are the purchasing rules of your organisation?
 - a. For example - £0-£10,000 (3 quotes), £10,000+ public notification etc.
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- Up to £1k Obtain minimum one written / verbal quotation
- £1k to £25k Seek minimum three written quotations
- £25k to OJEU Request for Quote or Formal Tender (advertising on Contracts Finder)
- Over OJEU Formal Tender (advertising on Contracts Finder and OJEU)

Response:

See above

We also publish on the [supplyingthesouthwest](#) portal.

The [procurement system](#) contract details are on the contract database.

Information provided by: Procurement – Commercial Services

Date of response: 17 June 2019