

# SUPPLIER PROCUREMENT ADVICE

Bringing together buyers and suppliers for Wyre Council

## Council Policy

To ensure that Wyre residents receive the best value in these services we welcome competition and conduct open and transparent procurement exercises to ensure best value is achieved in each of our procurements.



The Council has to follow certain rules set down by the U.K Government. These rules are to ensure that procurements are carried out in a fair and transparent way while also ensuring that value for money is gained for public funded services.

## CHEST

The CHEST has been created to make it easier for businesses to find out about new sources of potential revenue. When going out to purchase goods, works and services Wyre Council will only use the CHEST. [www.the-chest.org.uk](http://www.the-chest.org.uk)

If you would like to take part and receive invitations from the council for future purchasing exercises then you must register on the CHEST system. Suppliers can register online via the Suppliers Area to receive email updates on opportunities that match their capabilities. Contract opportunities are posted by Wyre to notify you of our up and coming contracts and to give suppliers a chance to express their interest in the opportunity and to receive the relevant documents.



## Tendering

A tender is a more formal procurement than a quotation and is governed by strict rules. Any tenders that exceed the applicable thresholds of Public Contract Regulations 2015 for Local Authority tendering must be published on the Find a Tender website.

[www.find-tender-service.gov.uk](http://www.find-tender-service.gov.uk)



## Quotes (Low value contracts)

The council will, where circumstances allow, seek quotations from a minimum of three suppliers, one of which will be, where possible, a locally based supplier.

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## Local Suppliers

It is council policy to encourage the involvement of at least one local supplier in all invitations to tender. Wyre is committed to developing the local economy and supporting local suppliers. Wherever possible, local suppliers are invited to quote for low value contracts and are encouraged to bid for tenders.



## Contracts Register

All the contracts awarded by the council with a value greater than £5,000 are published on the Contracts Register on Wyre Council's website. This is part of our commitment to the Local Government Transparency Code.



For further information please contact:

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