

Procurement Thresholds

Works and Concessions	Supply of Goods, Materials and Services	Tendering Procedure
£0 to £5,000	£0 to £5,000	One quote - this should be a local provider wherever possible. A purchase order must be raised.
£5,001 - £10,000	£5,001 - £10,000	Two written quotes – one should be a local provider wherever possible. A purchase order must be raised.
£10,001 to £40,000	£10,001 to £40,000	At least three written quotes shall be sought and two must be received. Local providers must be given an opportunity to provide a quote, wherever possible. A purchase order must be raised
£40,001 to £85,000	£40,001 to £85,000	At least five written quotations shall be sought via a Request for Quotation via e-Tendering Portal. Local providers must be given an opportunity to provide a quote, wherever possible. A purchase order must be raised.
£85,001 up to Public Contracts Regulations 2015/Concessions Contracts Regulations 2016 threshold*)	£85,001 up to Public Contracts Regulations 2015/Concessions Contracts Regulations 2016 threshold*)	Open tender via E-Tendering Portal including Contracts Finder. A social value clause must be built into the specification and contract. (Public Service (Social Value) Act 2012). A purchase order must be raised
Above Public Contracts Regulations 2015/Concessions Contracts Regulations 2016 threshold*)	Above Public Contracts Regulations 2015/Concessions Contracts Regulations 2016 threshold*)	UK Public Procurement Procedure – via E-Tendering Portal & Find a Tender notice. Local social value clause must be built into the specification of the contract. (Public Service (Social Value) Act 2012). A purchase order must be raised