

Procurement Services

Newsletter



Issue Three - September 2016

Welcome

This edition of our newsletter includes articles covering some of our recent key projects. We hope you find it interesting and we would welcome any feedback to make sure our aim of sharing useful information is achieved.

Procurement Website

Our new corporate website has launched and as part of this our Procurement & Payment Services Section has been redesigned. For more information please visit https://www.scotborders.gov.uk/selling_to_us

Sustainable Procurement Charter

Scottish Borders Council aims to be a responsible purchaser of goods, services and works. We set standards to make sure we undertake our activities in an ethical, responsible and sustainable way. This charter lays out a number of important principles and policy requirements of the Council to which we expect our suppliers to comply.



Achieving our Sustainable Procurement duty

We have published a new Sustainable Procurement Charter to reaffirm our strong commitment to sustainable procurement and support for small and medium sized businesses. The Charter has been developed to promote social, economic and environmental best practice in all of our procurement activities.

Councillor John Mitchell, Depute Leader with responsibility for Finance said

"This new Sustainable Procurement Charter sets out a number of key values, including fair work practices, prompt payment of invoices and health and safety compliance, which the Council will adhere to and many of which we will require our suppliers to also demonstrate."

"Using the opportunities from the Council's procurement activities, our Sustainable Procurement Charter and Community Benefits procurement policy should ensure that the local economy and communities benefit as much as possible from the Council's contracts with external suppliers."

[The new Sustainable Procurement Charter is now available here](#)

Business Gateway Masterclass Tour

Following the success of last year's Masterclass Tour, the 2016 programme kicked off in June with a session on 'Leadership' by former Hawick, Scotland and British Lions winger Tony Stanger at Hawick Rugby Club.

The next stage of the tour is taking place on the **20th October 2016** at the Cross Keys Hotel in Kelso.

Speaker: Cally Russell, Mallzee (personal shopping app):

"From \$0 to \$5million in two years after rejecting the Dragons".

For more information and how to book your place to attend the event please visit the [Business Gateway website for more details](#). Business Gateway provide advice and support for start-up, new and expanding SME's in the Scottish Borders



Contract Register

Following recent changes to legislation, public sector bodies are now required to publish a contract register. You can find the contract register for Scottish Borders Council through [Procurement and Payment Services section](#)

European Single Procurement Document (ESPD)

Following new legislation, the European Single Procurement Document (ESPD) has been introduced to improve the procurement process and reduce the barriers to participation in public sector procurement for suppliers.

The ESPD will replace the standard pre-qualification questionnaire (sPQQ). The ESPD will allow suppliers to self-declare that they meet selection and exclusion criteria contained in the contract notice advertised on the Public Contracts Scotland (PCS) website without the need to provide evidence at that stage. A key benefit is that a bidder can re-use an ESPD which it has previously submitted as long as the information is still correct.

If a bidder proposes to sub-contract part of a contract, a separate ESPD may need to be submitted if the bidder is relying on the capacity of that sub-contractor in order to fulfil the selection criteria.

[For more information please visit:](#)

Local News

Community Benefit Clauses are written into public contracts to support economic growth through employment opportunities, developing local businesses and supporting schools and community groups.

Recently the Council, through their Community Benefit Stakeholder Group, supported a Construction Academy aimed at young people who were looking to gain their Construction Skills Certification Scheme (CSCS) card. Achieving this card would allow them to work in the construction industry.

The one week course was followed by two weeks work experience and a guaranteed interview. These elements were provided through community benefits clauses. Following the process five students were



offered jobs at Selkirk Flood Protection Scheme, Earlston Complex Needs Construction Project, Waverley Care Home Refurbishment and the Duns Primary School Development. An excellent result.

Procurement Surgery Print & Reprographics

A procurement surgery for local print and reprographics services suppliers was recently held at Borders College, where suppliers had the opportunity to meet the teams from Scottish Borders Council, NHS Borders and suppliers from the Scottish Government Framework.

[Look out for other sector specific procurement events on the Council website.](#)

Public Contracts Scotland

We use Public Contracts Scotland to advertise our upcoming contracts.

This website allows you to register in order to access details of public contract opportunities in Scotland. You can view notices and register interest in contracts currently available.

[The website contains case studies, information on legislation and details of supplier events:](#)



Upcoming Contracts

Personal Protective Equipment

Scotland Excel will be inviting tenders for Personal Protective Equipment later this year. This will include all protective clothing purchased by the Council.

Vehicle Hire

The Council will be going out to tender to suppliers for the provision of Vehicle Hire later this year. This will include the hire of Cars, Vans, Minibuses, 4 Wheel Drive and Light Commercial Vehicles (LCV).

Corporate Training

The Council will be inviting tenders from suitably qualified training providers to deliver a range of Corporate Training courses.

Selkirk Public Art Design Competition

There will be a tender for three pieces of Public Art at different points close to the Flood Protection Scheme.

Recently Awarded Contracts

Wilton Lodge Park & Café

The design and build of the new café has recently been awarded to ESH Borders with the playpark design and build contract awarded to Wicksteed, both are due for completion by 2017.

Horticultural Products

A collaborative framework including neighbouring councils and Borders College.

There are 9 suppliers named on the framework and lots include chemicals, fertilisers and bulk items such as sand and turf.

The contract commenced 1st July 2016 for 3 years with a possible 1 year extension.

Care at Home

The Council recently put in place a new approach to the delivery of Care at Home services. 12 providers are included in these new arrangements providing services across the Borders. The new list should allow service users more choice and control over their care.

These arrangements commenced on May 2016 and will be valid for up to 4 years.

Scottish Government Supplier Journey

The Scottish Government have revised and improved their Procurement Journey for Suppliers to help guide them through the [procurement process](#).



The Scottish Government

Your Feedback

This newsletter will be distributed via e-mail. If you have any comments or suggestions for content of future editions or any other procurement related queries, please contact procurement@scotborders.gov.uk or call 01835 825579