

## Procurement Options – Simplified Summary (August 2021)

<b>Goods/Services. Whole Life Cost Contract Value Ex Vat</b>	<b>Minimum Competition Requirements</b>	<b>Timescale (Excluding planning, preparation and implementation)</b>	<b>Primary Care's Obligations</b>
< £5,000.00	Evidence of value for money	1 – 5 days	Raise requisition with as much detail on requirements as possible
>£5,000.00 to £24,999.00	Minimum of 3 quotations (Procurement will publish via Multiquote)	1 – 4 Weeks	Generic Specification needs to be written by end user. This needs to be sent to the Buyer in Procurement, cc the Assistant Procurement Business Officer & Procurement Business Manager
>£25,000.00 – Prevailing OJEU Threshold (£122,976.00)	Openly advertised via advert on Sell2Wales (Procurement publish tender on Etenderwales bravosolution)	6 – 8 Weeks	Generic Specification needs to be written by end user. This needs to be sent to the Assistant Procurement Business Officer & Procurement Business Manager.
>OJEU Threshold (£122,976.00)	Openly advertised via advert on Sell2Wales (Procurement publish tender on Etenderwales bravosolution)	4 – 18 Months	Generic Specification needs to be written by end user. This needs to be sent to the Assistant Procurement Business Officer & Procurement Business Manager.
Light touch Regime Up to £663,540.00  *This covers the majority of Primary Care tenders (Social & Other Specific Services), timescale can be longer, depending on complexity of requirements.	Can be openly advertised on Sell2Wales or the Opportunity can be sent to relevant providers to invite them to tender. (Procurement publish tender on Etenderwales bravosolution)	6 – 8 Weeks	Generic Specification needs to be written by end user. This needs to be sent to the Assistant Procurement Business Officer & Procurement Business Manager.

**Prevailing Caveats for SQA/STA, this document is only appropriate where there is a genuine reason to not obtain a quotation/tender.**

**SQA** (Single Quotation Action) – Appropriate for spend between £5,000.00 - £24,999.00

**STA** (Single Tender Action) – Appropriate for spend £25,000.00 and over

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<b>Competition Type</b>	<b>Timescales</b>	<b>Best Practice/Mandatory</b>
Direct Call Off (From Existing Framework)	1 – 5 Days	Best Practice, subject to Framework & Value
Mini Competition	2 – 6 Weeks	Best Practice, subject to Framework & Value
Quotation	2 – 6 Weeks	Best Practice
Low Value (Basic Tender)	6 – 8 Weeks	Best Practice
High Value (Basic Tender)	4 – 6 Months	Mandatory (Therefore minimum timescales)
High Value (Complex Tender)	6 – 9 Months	Mandatory (Therefore minimum timescales)
High Value (Complex Tender) – Specialist Requirement, potential significant change for Health Board	12 – 18 Months	Mandatory (Therefore minimum timescales)

### Existing Frameworks/Contracts

All Wales  
National Procurement Service (NPS)  
NWIS  
NHS Supply Chain  
Crown Commercial Services (CCS) – I.E. G Cloud  
HealthTrust Europe (HTE)  
Shared Business Services (SBS)

If the above Frameworks do not cover the requirement where you could follow a Direct Award or Mini Competition then Procurement will need to Tender for the requirement. Existing Frameworks will help to speed up the process.

### Procurement Contacts (Correct @ 1<sup>st</sup> August 2021)

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Early engagement with Procurement is key, Procurement are here to help and support you all.