



SELLING TO THE COUNCIL

Introduction

The council spends in the region of £460m each year on a wide range of goods, services and works. These contribute to the council's key Priorities of:

- Strengthening our communities
- Improving our environment
- Protecting the vulnerable
- Increasing prosperity

Suppliers that deliver the council's goods, services and works are selected through sound and appropriate processes.

Information on contracts awarded by Buckinghamshire Council is publicly available on [Contracts Finder](#) for contracts between £25,000 and below Public Procurement thresholds. For those over Public Procurement Thresholds, this information can be accessed on the [Find a Tender Service search page](#).

Working with the council

When making its purchasing decisions, the council must comply with its own internal Contract rules (Contract Procedure Rules) and with public procurement legislation contained in the Public Contracts Regulations 2015.

It is the council's policy to ensure procurement is managed at the most appropriate level in the organisation. Authority to make buying decisions is devolved to the various business units. This is because managers in each business unit are best placed to understand the specific needs in these areas and buy accordingly.

The following thresholds are in place effective from 1st January 2024 (inclusive of VAT)

Up to £25,000	Minimum of one quote is required
Over £25,000 and up to £214,904	Three quotes are required
Above £214,904	Advertised Tender (or the use of a legal framework)

There is a Central Procurement team which provides specialist advice and support to all business units within the council and supports tenders above £214,904 inc. VAT. When appropriate, the council is also committed to working in partnership with other local authorities and public sector bodies to maximise the value we get from our contracts

Buckinghamshire Business Portal

Most of the council's tenders are advertised on the [Buckinghamshire Business Portal](#). If you are interested in these opportunities you will need to register on the [Portal](#). Registration is easy and free and enables you to receive e-mail alerts about relevant opportunities as they arise. When you register please make sure that you select the relevant categories which reflect what your organisation can offer us.

Guidance for Transport Operators on becoming an approved Transport provider

Buckinghamshire Council's Client Transport Team established a new Dynamic Purchasing System (DPS) in January 2025. This is hosted by In-tend under the Public Contracts Regulations 2015.

As a transport provider, you can apply to be one of our approved transport operators providing transport for Children and / or Adults to and from various schools, day centres and other establishments.

The following steps need to be completed by the transport operator:

Stage 1 - Any Transport Operator interested in delivering Home to School Transport and /or Adult Social care transport will need to register on the In-tend portal.

Registration is easy and free and enables you to receive e-mail alerts about relevant opportunities as they arise.

When you register, you MUST request to participate in the DPS and pass all the requirements of the Standard Selection Questionnaire to become an approved transport operator.

Stage 2 - Once approved on to the DPS at Stage 1, Transport Operators will then be able to view and bid for available contracts (routes) on the specific Lot(s) for which they have been approved.

For further information on how the new DPS works and to apply to join please visit the In-tend portal at: <https://in-tendhost.co.uk/buckinghamshire-council>

Procurement Act 2023

For further information about the procurement legislation changes, learning and guidance go to the [Buckinghamshire Business Portal](#) or visit [Transforming Public Procurement - GOV.UK \(www.gov.uk\)](#)

The Use of Frameworks

In addition to advertising tenders, the council will make use of National and other Frameworks where it is considered appropriate and value for money to do so.

The main purchasing organisations which the council uses to access Frameworks are:

- [Crown Commercial Service](#)
- [Eastern Shires Purchasing Organisation](#)
- [Yorkshire Purchasing Organisation](#)
- [Central Buying Consortium](#)

Suppliers are encouraged to visit these websites to find out if there are opportunities to participate on a Framework.

Suppliers interested in works tenders are encouraged to register on Constructionline as this is often used to source suppliers for many below Public Procurement Regulations threshold Works tenders

Supplier Assessment

The council must ensure that the suppliers it works with have the right experience, meet any statutory requirements and offer value for money.

Suppliers are therefore assessed on some or all of the following:

- Financial and Legal standing
- Adequacy of insurance
- Capacity and capability to deliver the service, adherence to relevant legislation and regulations e.g. Health & Safety
- Ability to meet the minimum requirements set out in the specification
- Cost

These requirements are specific to the particular goods/ services / works being procured and this information is contained on the portal for each tender.

Contact us at procurement@buckinghamshire.gov.uk

For information about the council's anti-fraud and anti-money laundering policies visit:

[Anti-Fraud and Corruption Policy](#)

[Anti-Money Laundering Policy](#)