

Top 5

tips for opening up your contracts to your region...



To maximise the value of the region's spending power and reduce duplication, it is recommended that councils engage with established PBO's where suitable supply solutions exist. If existing solutions are unavailable it is recommended that authorities award contracts that are open to all local authorities within the region to utilise. To ensure that these are compliant with EU rules it is recommended that the following elements are considered when issuing the OJEU Contract Notice.

1. Get firm commitment if possible...

To achieve the most cost effective solution it is recommended that the awarding authority seeks to secure firm commitment from other local authorities to participate in the resulting contract or framework – Improvement and Efficiency West Midlands (IEWM) can assist you in this.

2. Include the region map...

To ensure all potential participating authorities are included in the OJEU Contract Notice, it is recommended that the contracting authority ticks 'Yes' in section I 1.2 – "are you contracting on behalf of other organisations?" and that a link to the regional map found on the IEWM procurement hub is included – this covers all 33 local authorities located in the West Midlands.

<http://hub.westmidlandsiep.gov.uk/cncil.asp?PageRef=59>

3. Identify potential spend...

To ensure that tendering organisations know the value of the contract or framework it is important to identify the level of known and/or potential value of spend – IEWM can assist you with this. If contract usage is likely to increase the contracting authority may wish to include options to review prices to secure volume discounts.

4. Use the correct NUTS code...

Please ensure that the correct Nomenclature of Territorial Units for Statistics Code (NUTS code) is used. Authorities are recommended to use NUTS code UKG3 (West Midlands).

5. Contract or framework...

Where firm commitment is not available it is recommended that authorities award a framework agreement under which other authorities can utilise where appropriate. When awarding a framework authorities should note the following requirements:

- Framework of single or multiple suppliers;
- Duration of the framework – maximum 4 years;
- Estimated value of the total framework – this can include a range to assist estimations.

And finally.....

Authorities are reminded to inform IEWM of any contracts that are available to the West Midlands region so that details can be placed on the Procurement Hub to share with other local authorities.

Further information

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