

Procurement Training - Questions & Answers

March 2022

Question 1:

There is an overlap between the procurement regulations and our internal regulations, please could you explain how this should be managed? As an example, when using a framework to purchase goods or a contract of lower value do we still need to request an additional 2 quotes to meet the financial regulations although we know that the framework is already compliant?

Answer: This applies to the under £50k purchases, where 3 quotes are required as a part of our financial regulations. Although we know the framework is compliant and provides competitive pricing, we would still require the additional 2 quotes (3 in total) to meet our internal regulation requirements. Both the procurement regulations and our financial regulations need to be taken into consideration when procuring a new contract/goods.

Question 2:

Do we have a list of current contractors we can use across the trust?

Answer: Yes, we do have a list, and this can be provided if needed. However, it is important to note that the PQQ process, which is used to create this list, is limited to facilities contracts. There will be other contractors, for example educational services, which will not appear on that list. Any providers that we pay will have had relevant financial checks done, but there is not a list available of these paid providers at this stage.

Question 3:

Is there anything we can do if a provider is not meeting their contractual obligations or KPI's?

Answer: If a provider has been failing to meet the required level of service/obligations on their contract and you have been unable to resolve this in the first instance, please notify Maxine Viner (Maxine.Viner@clf.uk) and Heidi Clement (Heidi.Clement@clf.uk) who will be able to escalate the issue further for you. They will work both with the contractor and site to resolve any problems. Please note that the above contact details apply to estates contracts only.

Should you have any further questions you would like to raise please email Becca Holness on Rebecca.Holness@clf.uk who will do her best to assist or will be able to direct you to the best colleague to help with your query.