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## Selling to the council events

North and North East Lincolnshire Council hold quarterly selling to the council events – these events are designed to assist companies to tender for council and wider public sector contracts.

If you are interested in attending one of these events and your businesses is located within the North and North East Lincolnshire area then visit

the council website at [www.northlincs.gov.uk/procurement](http://www.northlincs.gov.uk/procurement) and complete the e-form available.

North and North East Lincolnshire Council have a joint selling to the council guide which is available from our joint website at [www.northlincs.gov.uk/procurement](http://www.northlincs.gov.uk/procurement)

## Business continuity planning

As part of the council's business continuity planning arrangements we are requesting current and potential suppliers delivering service critical goods and services to the council to provide details of their business continuity provisions in the event of fundamental breakdown within systems/processes/supply chains.

Has your company considered any of the following;

- Have there been any occasions when your business operations have been disrupted? If so, what was the effect on your customers?

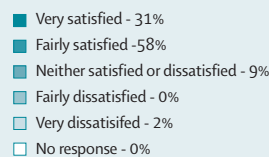
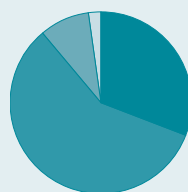
- In the event of a disruption, who would be responsible for managing your company's response? How would you keep customers updated? What procedures are in place to minimise the effects of any disruptions?
- Do you have a strategy for ensuring continuity of supply from your critical suppliers?
- What strategies does your company have in place to ensure that a service is still delivered to the council in the event of a disruption?

## Supplier satisfaction survey

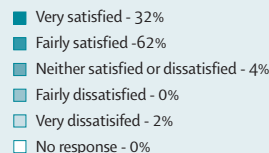
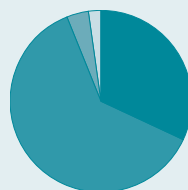
Last year North and North East Lincolnshire Councils issued a questionnaire to firms that had tendered for contracts within the 2008-9 financial year. We would like to thank all companies who participated in the survey.

Right, is an extract of part of the results, the full results are available via [www.northlincs.gov.uk/procurement](http://www.northlincs.gov.uk/procurement). The findings of the questionnaire were fed back to contract managers and actions have been taken to improve the tendering processes.

### Support from the council in relation to accessing contract opportunities:



### Ease of tendering with the council



North Lincolnshire Council

North East Lincolnshire Council

## Promoting skills through public procurement

Central government vision is to maintain investment in skills promotion. In the current challenging economic climate, it is vital that we drive continued investment in skills and training, so that we can be in a strong position to take advantage of opportunities when the economic situation improves.

Through procurement local authorities are encouraged to seek (where appropriate) opportunities to embed skills and apprenticeship elements within the procurement process. This may affect your company when tendering for council contracts. Your company may be requested to provide the following for key contracts;

- Produce a formal training plan for the development of your employees
- Ensure a proportion of your workforce are apprentices or receiving relevant skills training such as Skills for Life Level 2 or 3.
- Specify the number of hours worked in delivering the contract that will be undertaken by trainees or apprentices.

Small and Medium Enterprises (SME's) and larger employers can access a range of government support to help you to meet the skills requirements set out within the procurement process.

Further information can be found at; Train to Gain, [www.traintogain.gov.uk](http://www.traintogain.gov.uk), Apprenticeships, [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk).

## Stop press

The government has announced three priority policy areas that are to be delivered through public procurement;

- Apprenticeships, skills and youth employment
- Small businesses
- Low carbon resource efficiency

These issues have been themed within various articles of this newsletter. Further information can be found within the OGC Procurement Policy Note at [http://www.ogc.gov.uk/documents/PN\\_1509\\_Priority\\_Policy\\_Areas.pdf](http://www.ogc.gov.uk/documents/PN_1509_Priority_Policy_Areas.pdf)

## Recession pledge

Both councils have signed up to the regional 11 point recession pledge in December 2008. The pledge commits the region to supporting the local economy.

PANNEL supports the pledge through its planned procurement activities by;

- Being open and transparent
- Publicising procurement opportunities
- Making sure procurement processes are proportionate and timely.

Further details of the pledge can be found at [www.northlincs.gov.uk/NorthLincs/Advicebenefitsandemergencies/recession](http://www.northlincs.gov.uk/NorthLincs/Advicebenefitsandemergencies/recession)

## Tendering top tips

- Register your company with the SCMS system ([scms.alito.co.uk](http://scms.alito.co.uk)) ensuring you select North and North East Lincolnshire Council and the categories of work your company is interested in tendering for are selected
- Attend one of the council's quarterly selling to the council events
- Check local authority websites, local press and Internet resources for details of current tenders
- When tendering, don't assume that we'll know about your company, even if you are the incumbent supplier.
- Evidence your quality, resource and technical capabilities
- Highlight your strengths and experiences
- Don't forget to tailor your submission to the specified award criteria

## Compact

Both councils recently endorsed the Third Sector Joint Compact Code for funding and procurement – further information regarding Compact can be found at [www.northlincs.gov.uk/NorthLincs/Communitypeopleandliving/volunteering/voluntarysectorcompact](http://www.northlincs.gov.uk/NorthLincs/Communitypeopleandliving/volunteering/voluntarysectorcompact)

The joint compact code was highly commended at the national Compact Awards held in November 2009

## Sustainable Procurement

### 'Actions speak louder....'

Did you know the council has a sustainable procurement policy? The policy sets out our commitment to buying goods, services and works that respect the environment and considers social and economic issues where appropriate.

### Competitive Edge

Sustainable procurement is an expanding agenda and now features in many procurement decisions the council makes. Suppliers can stay one step ahead by being aware of the council's sustainable procurement agenda and policy.

Both councils will increasingly include in contracts requirements for suppliers to demonstrate a similar commitment to sustainable principles and can demonstrate good sustainable practice in their organisations. Contracts will increasingly include sustainable elements in award criteria and products and services will be procured with these principles in mind where relevant. The council will also increasingly specify goods, services and works which are made or come from environmentally friendly materials and sources and which provide value for money.

For further information please visit [www.northlincs.gov.uk/procurement](http://www.northlincs.gov.uk/procurement) where the sustainable procurement policy can be downloaded. Suppliers are invited to complete a feedback form with any comments about sustainable procurement.

## Where to find opportunities

North and North East Lincolnshire Council use the Yorkshire and Humber's regionally supported web portal known as the Supplier Contract Management System (SCMS), to manage all contract opportunities over the value of £10,000. <http://scms.alito.co.uk>. Registration guidance can be found on the council's website.

Supply2 which advertises lower value contract opportunities (typically worth under £100,000) offered by the public sector as a whole, please note that for North and North East Lincolnshire council's these advertisements will direct you to the SCMS site. <http://www.supply2.gov.uk> -

All public sector organisations must legally advertise contracts over the thresholds set in the EU procurement directives on the daily supplement of the official Journal of the European Union (OJEU). These notices can be accessed via <http://ted.europa.eu> - Tenders Electronic Daily (TED)

North East Lincolnshire Council have a free directory for local suppliers that will enable suppliers to find out what business events are happening and what tendering opportunities may be available: [www.greatergrimsbybusinessdirectory.co.uk](http://www.greatergrimsbybusinessdirectory.co.uk)