

Framework Ref: LOT 2

ADDITIONAL SERVICES PROCUREMENT PROCESS GUIDE

IDENTIFY REQUIREMENTS AND APPROXIMATE VALUE

A customer (participating authorities) will lead this activity and may include:

- Engage direct with supplier on framework
- In-house experience
- Support from LASER

1 Pre-Market Engagement

PROJECTS OVER OJEU LIMIT OF £181K

A supplier should be selected based on a mini-competition exercise to which all framework suppliers are invited to partake.

PROJECTS BELOW OJEU LIMIT OF £181K

A mini-competition is not required, a customer may follow their own internal procurement rules and directly award to a supplier through the framework.

LASER RUNS MINI-COMPETITION

LASER will design and run a mini-competition. The specification would be created in partnership with the customer in order to ensure the mini-competition tests the factors most important to them. LASER would create a Ranking and Recommendation report from which the customer could select the winning bidder.

CUSTOMER RUNS MINI-COMPETITION

Once an Access Agreement has been signed, a customer utilises their own procurement specialists to run an OJEU compliant mini-competition under the framework. The mini-competition would need to follow the same principles and scoring elements as the framework.

2 Supplier Selection

AWARD

Administered by LASER using Call-Off Contract process. Mini-competition documents will be appended to the Call-Off Contract.

3 Contract Award