

Contract Standing Orders Table of Changes - February 2013

<b>Description</b>	<b>Existing Contract Standing Orders</b>	<b>New Contract Standing Orders</b>
<b>1. Supplier Selection</b>	<ul style="list-style-type: none"> <li>For contracts between £5,001 and £75,001, quotes in this band do not need to be sent to Committee Services or received by and opened at a specific date or time.</li> </ul>	<ul style="list-style-type: none"> <li>For contracts between £5,001 and £75,000 do not need to be sent to Committee Services; however you should set a return date when requesting quotations and quotations should be opened and witnessed by another officer using a quotation receipt form found on the intranet under Staff Info/Procurement.</li> </ul>
<b>2. Contracts above the EU Threshold (Band 4)</b>	<ul style="list-style-type: none"> <li>Service Contract - £156,442</li> <li>Supplies Contract- £156,442</li> <li>Works Contract - £3,927,260</li> </ul>	<ul style="list-style-type: none"> <li>Service Contract - £173,934</li> <li>Supplies Contract - £173,934</li> <li>Works Contract - £4,348,350</li> </ul>
<b>3. References to Head of Finance</b>	<ul style="list-style-type: none"> <li>References to Head of Finance</li> </ul>	<ul style="list-style-type: none"> <li>Updated to reflect new position Assistant Director (Finance)</li> </ul>
<b>4. Framework Provider Updates</b>	<ul style="list-style-type: none"> <li>References to the OGC (Office of Government and Commerce)</li> </ul>	<ul style="list-style-type: none"> <li>Changed to reflect new name of GPS(Government Procurement Services)</li> <li>PFH (Procurement for Housing) has been included as a framework provider as a result of the increased used of housing contracts at SBC.</li> </ul>
<b>5. Prepayment of goods</b>	<ul style="list-style-type: none"> <li>Under clauses 5.7.8 and 6.7.9 the Assistant Director (Finance) was omitted as a party to approve payment before goods, works or services are received.</li> </ul>	<ul style="list-style-type: none"> <li>The Assistant Director (Finance) has been included as a party to approve payment before goods, works or services are received under clauses 5.7.8 and 6.7.9.</li> </ul>