Appendix 4: Procurement Routes

System Generated	Fully advertised to all Providers registered within the procurement category group									Not advertised
Quick Quote **£25,000 - £100,000**	**A) Request for Quote** **£25,000 - £100,000**	**B) Invitation to Tender** **Goods, Works and Services** **£100,000 - £181,302**	**C) Invitation to Tender** **Works** **£181,302- £4,551,413**	**D) Invitation to Tender Social and other specific services** **£181,302- £615,278**	**E) EU Tender Open Procedure over Threshold** **Goods £181,302** **Services £181,302** **Works £4,551,413** **Social £615,278**	**F) EU Tender Restricted Procedure over Threshold** **Goods £181,302** **Services £181,302** **Works £4,551,413** **Social £615,278**	**G) Competitive Dialogue over Threshold** **Goods £181,302** **Services £181,302** **Works £4,551,413** **Social £615,278**	**H) Competitive Negotiated Procedure** **Goods £181,302** **Services £181,302** **Works £4,551,413** **Social £615,278**	**I) EU Tender Social and other specific services over Threshold** **£615,278**	**Negotiated Procedure under Threshold** **£25,000 to:** • **£181,302 (Goods Services)** • **£4,551,413 (Works)** • **£615,278 (Social)**
QQ Stage Quick Quote facility generates random selection of suppliers from Pro Contract database to publish the opportunity to. Documentation carry out question and answer facility and Download Submissions. Note no SQ selection to be included. Price only route. **1 to 4 Days**	A1) RFQ Stage (**Including Advertise on Contract Finder over £25k**, Publish and Advertise on Pro Contract / Upload Quotation Documentation carry out question and answer facility and Download Submissions. Note no SQ selection to be included. We can ask 'suitability' question that obtains information to help us make an assessment as to whether bidders meet the minimum standards of suitability, capability Legal status or financial standing **14 Days**	B1) ITT Stage (**Including Advertise on Contract Finder,** Publish and Advertise on Pro Contract / Upload Tender Documentation carry out question and answer facility and Download Submissions Note no SQ selection to be included. We can ask 'suitability' question that obtains information to help us make an assessment as to whether bidders meet the minimum standards of suitability, capability Legal status or financial standing **21 Days**	C1) ITT Stage (**Including Advertise on Contract Finder,** Publish and Advertise on Pro Contract / Upload Tender Documentation carry out question and answer facility and Download Submissions SQ to be included for this route. **21 Days**	D1) ITT Stage (**Including Advertise on Contract Finder,** Publish and Advertise on Pro Contract / Upload Tender Documentation carry out question and answer facility and Download Submissions SQ to be included for this route. **21 Days**	E1) Publish Contract Notice	F1) Publish Contract Notice	G1) Publish on Contract Finder, Publish a Notice and call for competition **30 Days**	H1) Publish Contract Notice	I1) Publish Contract Notice	Negotiation with provider
Quotation evaluation **1 day**	A2) Quotation Evaluation **5 Days**	B2) Tender Evaluation **7 Days**	C2) Tender Evaluation . Evaluate SQ for successful tenderers only. **7 Days**	D2) Tender Evaluation . Evaluate SQ for successful tenderers only. **7 Days**	E2) – EU Tender Stage (**Including Advertise on Contract Finder,** Publish and Advertise on Pro Contract / Upload EU Tender Documents carry out question and answer facility and Download Submissions. Lotting must be considered or we must say why not in our documents. SQ to be included for this route.	F2) EU Tender Two Stage (**Including Advertise on Contract Finder**, Publish and Advertise on Pro Contract / Upload the SQ and the draft ITT document pack. Carry out Question and answer facility and Download SQ Submissions Lotting must be considered or we must say why not in documents	G2) Open a dialogue with accepted operators keep information confidential unless agreed by all parties	H2) EU Tender Two or more Stages (**Including Publish on Contract Finder,** Publish and Advertise on Pro Contract / Upload Selection Document carry out question and answer facility and Download Submissions **30 days**	I2) EU Tender Stage (**Including Publish on Contract Finder,** Publish and Advertise on Pro Contract Upload Tender Documents carry out question and answer facility and Download Submissions **30 Days**	Award Decision **11 Days** (including Story Board and Contract Award Notifications. Incorporate a mandatory Alcatel 10 day stand still period If applicable, request either a DD Key or non-key) or Cabinet approval to award. Alcatel starts following the Scrutiny call-in. Award on Contract Finder
Award Decision **1 Day** (Including Contract Award Notifications and award on Contract Finder)	A3) Award Decision **2 Days** (Including Story Board, Contract Award Notifications and award on Contract Finder)	B3) Prepare contract. Award Decision **11 Days** (including Story Board, Contract Award Notifications, (Incorporate a 10 day voluntary standstill period), and award on Contract Finder)	C3) Prepare contract. Award Decision **11 Days** (including Story Board Contract Award Notifications, (Incorporate a 10 day voluntary standstill period), and award on Contract Finder)	D3) Prepare contract. Award Decision **11 Days** (including Story Board Contract Award Notifications, (Incorporate a 10 day voluntary standstill period), and award on Contract Finder)	E3) EU Tender Evaluation**.** Evaluate SQ for successful tenderers only. **14 Days**	F3) SQ Evaluation **14 Days**	G3) Eliminate tenders based on award criteria	H3) Selection Evaluation for successful tenderers only **14 days**	I3) Tender Evaluation **14 Days**	Prepare Contract Award Notice (publish within 30 days)
					E4) Award Decision **11 Days** (including Story Board and Contract Award Notifications). Incorporate a mandatory Alcatel 10 day stand still period. If applicable, request either a Delegated Decision (key or non-key) or Cabinet approval to award the contract. If Cabinet approval needs to be sought, or key DD the Alcatel period starts following the Scrutiny Call-in period. Award on Contract Finder	F4) SQ Selection Decision Notifications	G4) Continue dialogue with remaining bidders until we find a solution that meets our needs. Inform participants that the dialogue is over	H4) Selection decision and notifications	I4) Award Decision (including Story Board and contract award notifications. Incorporate a mandatory Alcatel 10 day stand still period. If applicable, request either a Delegated Decision (key/non-key) or Cabinet approval to award the contract. Alcatel period starts following Scrutiny Call-in. Award on Contract Finder	
					E5) Prepare Contract Award Notice (publish within 30 days) of the award	F5 – EU ITT Stage (Including upload final Tender Documents (30 days) / Download Submissions	G5) Operators upload and submit their final bids **30 Days**	H5) ITT Stage (Including Upload Tender Documents carry out question and answer facility and download submissions		
						F6) EU Tender Evaluation **14 Days**	G6) Evaluations	H6) Negotiate Tenders to improve all given information equally, Eliminate tenders based on award criteria		
						F7) Award Decision **11 Days** (including Story Board and Contract Award Notifications. Incorporate a mandatory Alcatel 10 day stand still period If applicable, request either a DD Key or non-key) or Cabinet approval to award. Alcatel starts following the Scrutiny call-in. Award on Contract Finder	G7) Award Decision (Including Storey Board and Contract Award Notifications). **Award on Contract Finder**	H7) Final Tenders submitted and agree deadline		
							G8) Final Negotiations with winning bidder	H8) Final Tender Evaluations	I5) Prepare Contract Award Notice (publish within 30 days)	
						F8) Prepare Contract Award Notice (publish within 30 days)	G9) Prepare Contract Award Notice (publish within 30 days)	H9) Award Decision (including Story Board and Contract Award Notifications). Incorporate a mandatory Alcatel 10 day stand still period. If applicable, request either a DD (Key/Non-Key) or Cabinet approval to award. Alcatel following Scrutiny Call-in. Award on Contract Finder		
								H10) Prepare Contract Award Notice (publish within 30 days)		