Procurement Policy changes
The new Procurement Policy was approved last week which brings with it some practical changes to the way we buy goods, services and works. A summary of the changes is below for information:

1. Revised procurement thresholds with greater controls in place for higher value contracts. The table below shows the financial levels and the associated procedures to be followed:

<table>
<thead>
<tr>
<th>Value</th>
<th>Procedure</th>
</tr>
</thead>
<tbody>
<tr>
<td>£0 - £5,000</td>
<td>Single Quote</td>
</tr>
<tr>
<td>£5,000 - £50,000</td>
<td>Three Quotes</td>
</tr>
<tr>
<td>£50,000 and over</td>
<td>Undertaken by Procurement</td>
</tr>
</tbody>
</table>

2. Simplified process for Schools and Directorates purchasing goods and services up to a total value of £50,000 (annual cost multiplied by the contract period in years). All works related contracts must still be awarded by Estates and Campus Services.

3. On commencement of the OneUniversity system, the University will introduce a ‘No PO, No Pay’ Policy.

4. The SSJ (Single Source Justification) has been replaced by the new NCA (Non-Competitive Action).

5. The Procurement Reform (Scotland) Act 2014 requires a contract award notice to be placed on the Public Contracts Scotland web portal for all purchases over £50,000, including those awarded through a Non-Competitive Action.

Procurement training resources
A full suite of self-service modules is available covering the following subjects:

- General Procurement
- Purchase Card
- Use of Frameworks
- VAT

For further information visit [www.dundee.ac.uk/procurement](http://www.dundee.ac.uk/procurement)
or email procurement@dundee.ac.uk