

Procurement Open Morning

14.08.25

Riverside Conference Rooms, Lowestoft



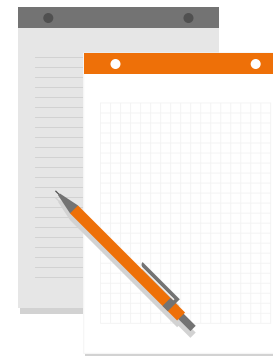
Plan for today

From 9.45am arrival and tea and coffee

9.55am welcome and introduction

10am-12pm 15-minute individual sessions with a member of the procurement team, make sure you have your ticket so we can call you in turn!

12.15pm event close



Topics to discuss in your 121

- ✓ Social Value
- ✓ Completing tender documents (examples available)
- ✓ How to register on the government's Central Digital Platform, Find a Tender Service
- ✓ East Suffolk's tendering system, In-tend, and how to create and manage your profile on the system.
- ✓ How to submit clarifications on In-tend
- ✓ Guidance on navigating the different procurement procedures under new procurement legislation
- ✗ Open opportunities currently out to tender will not be discussed in detail.



About procurement in East Suffolk

- We spend around £80-90 million each year.
- We are a reliable source of work as we will always have requirements that will need to be supplied.
- Our requirements are suitable for companies of all sizes.
- The regulations that the Council are governed by mean that all suppliers in the process stand the same chance of winning.

procurement@eastsuffolk.gov.uk



Meet the team

Amy Moye, Procurement and Contracts Manager

Abiola Michael-Bucknor, Procurement Lead (Internals)

Richard Hill, Procurement Lead (Externals)

Iain Wilkinson, Procurement Business Partner (SNC)

Danielle Jubb, Procurement Business Partner (GYBC)

Zoe Archer, Procurement Business Partner (ESSL)

Deanne Davidson, Procurement Business Partner
(Environmental Services & Port Health, Planning &
Coastal Management)

Lynsey Hall, Procurement Business Partner (Housing)

Emma Akpan, Procurement Business Partner (Housing,
Communities and Digital)

Samantha Cook, Procurement Business Partner (Property
& Place)

Charlie Horne, Procurement Support Officer

Mia Owen, Procurement Apprentice

Out of 311 Councils East Suffolk Council procurement ranked as a “high performer”:



£ 93.5m
spent directly on procurement in
2024



£ 46.1m spent
with SMEs, representing
49% of total spent in 2024



£ 4.4m spent
with VCSEs, representing
5% of total spent in 2024



£ 50m spent
with Local businesses, representing
54% of total spent in 2024

Businesses in region

In the East Of England the public sector is working with

18,388 SMEs

2,187 VCSEs

9,871 Local Businesses

Out of 44 authorities in East of England:

SME SPENDING

8th Castle Point Borough Council

9th East Suffolk Council

10th Thurrock Council

11th Central Bedfordshire Council



Theme 1 Social Value

90% PPT tenders 10% Social Value Weighting
Training and resources
Social Value contract schedule
East Suffolk Social Value Ask
Better monitoring
Software trial



Theme 3 Supporting SMEs and Local Businesses

Increased local spend (41%, £21.75m)
Additional training opportunities and resources
More Preliminary Market Engagement
Procurement Pipeline published
Revised contract and tender documents



Foundation for our themes: Good Governance



Theme 2 Environment

Supplier training
Outcomes in ESC Social Value Ask
Added to procurement plan & tender documents

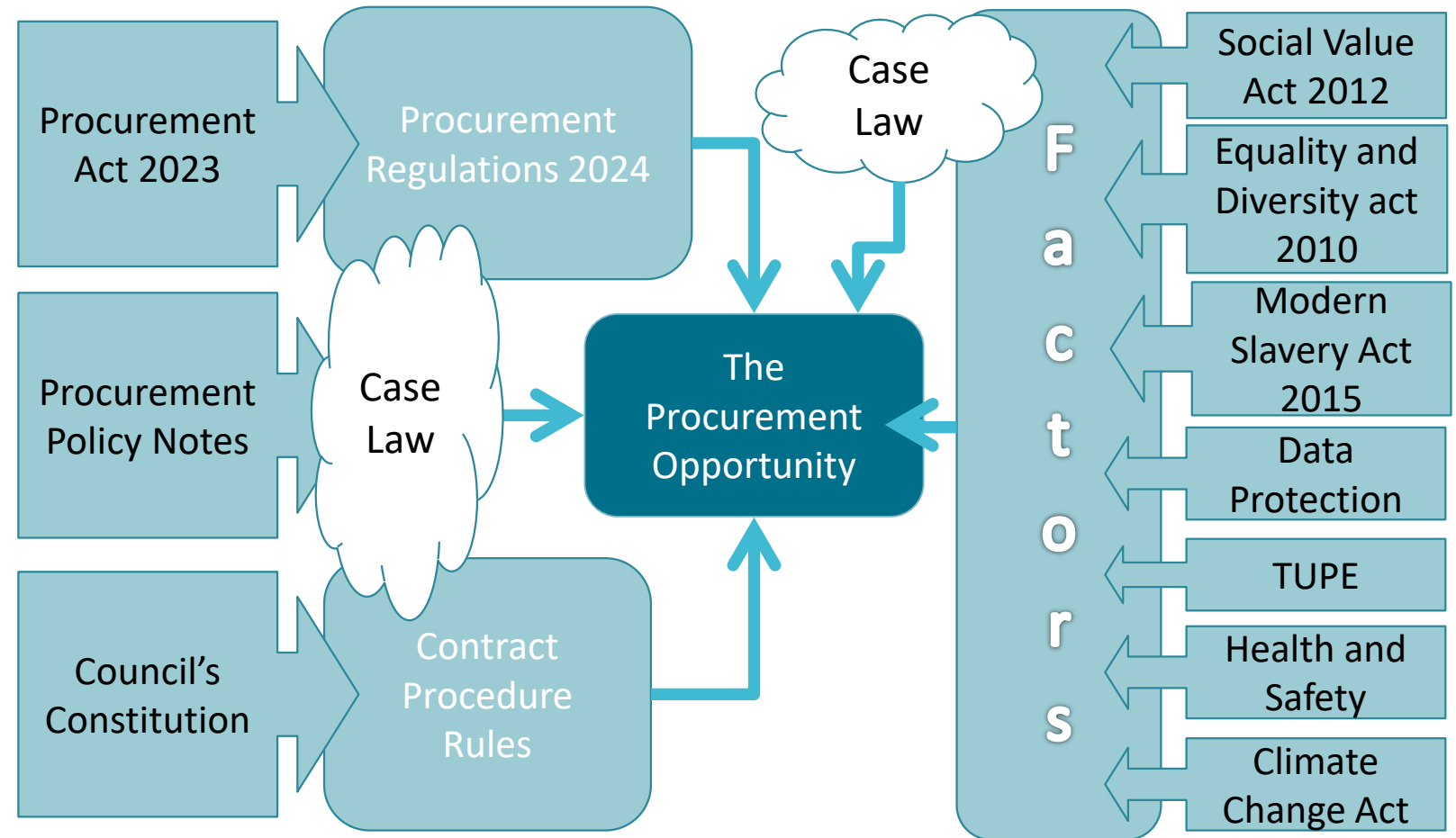


Theme 4 Ethical Procurement

Questions on tax status
Updates to ESC Social Value Ask
Health & Safety requirements included
New Conflict of Interest procedure

New Contract Procedure Rules, contract and tender documents and Procurement Standard Operating Procedures
Exemption form for officers
More Spend data and SharePoint pages
Contract management resources
Training for team, officers and suppliers

Procurement rules



Partner organisations

The team delivers procurement services to:





Seashore Village, Felixstowe

Projects we have procured



North Felixstowe Garden Neighbourhood,
Felixstowe



Deben Fields, Felixstowe

Projects we have procured



Post Office,
Lowestoft

THINK LOWESTOFT



Projects we have procured



Cultural Quarter,
Lowestoft

THINK LOWESTOFT



Projects we have procured

Jubilee Parade, Lowestoft



Projects we have procured



East Point Pavillion, Lowestoft

Projects we have procured



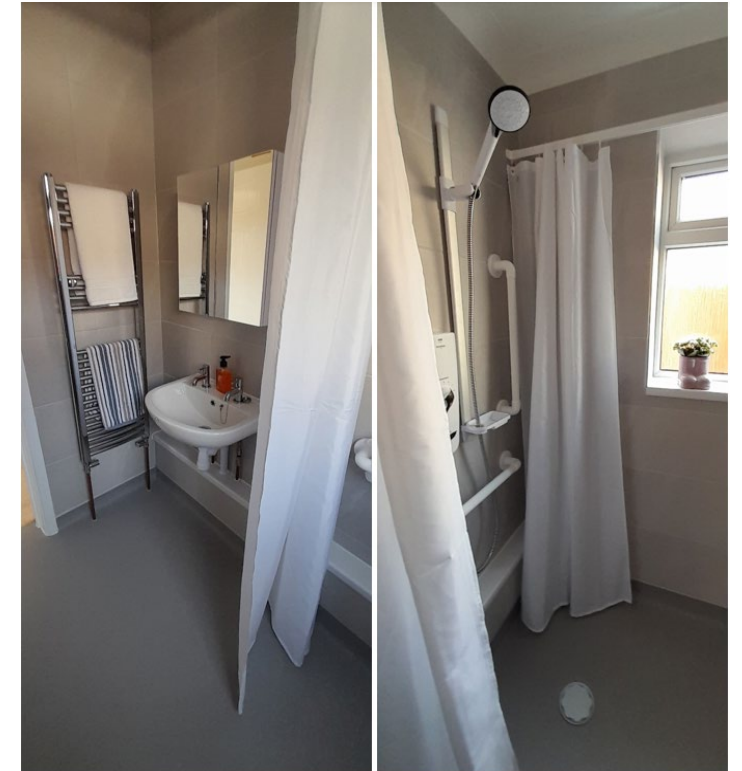
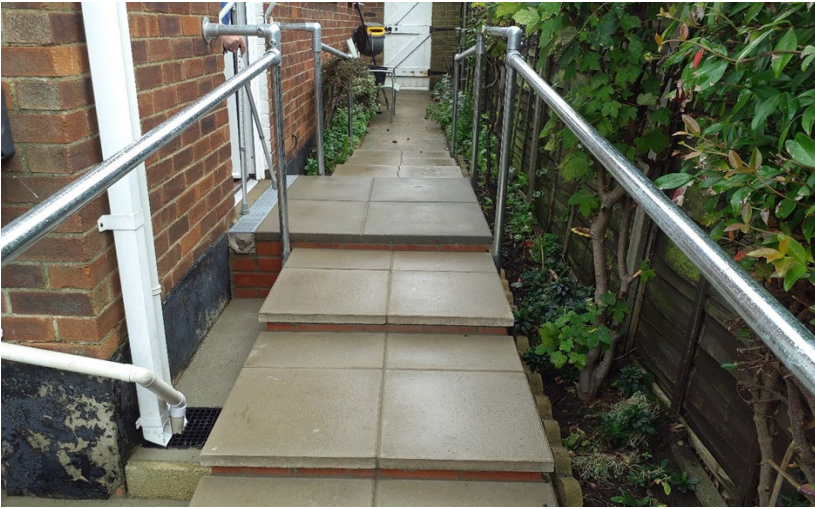
A fleet of new electric vehicles
for East Suffolk Services
Limited

Projects we have procured



New waste bins and distribution contract for Better Recycling scheme

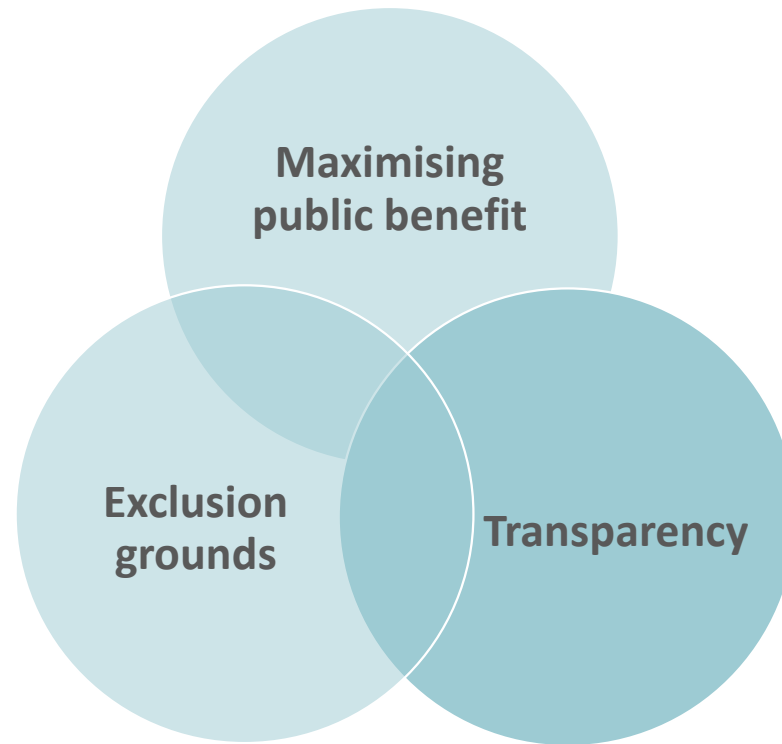
Projects we have procured



Adaptations for Independent Living Dynamic Purchasing System

Projects we have procured

Procurement Act 2023

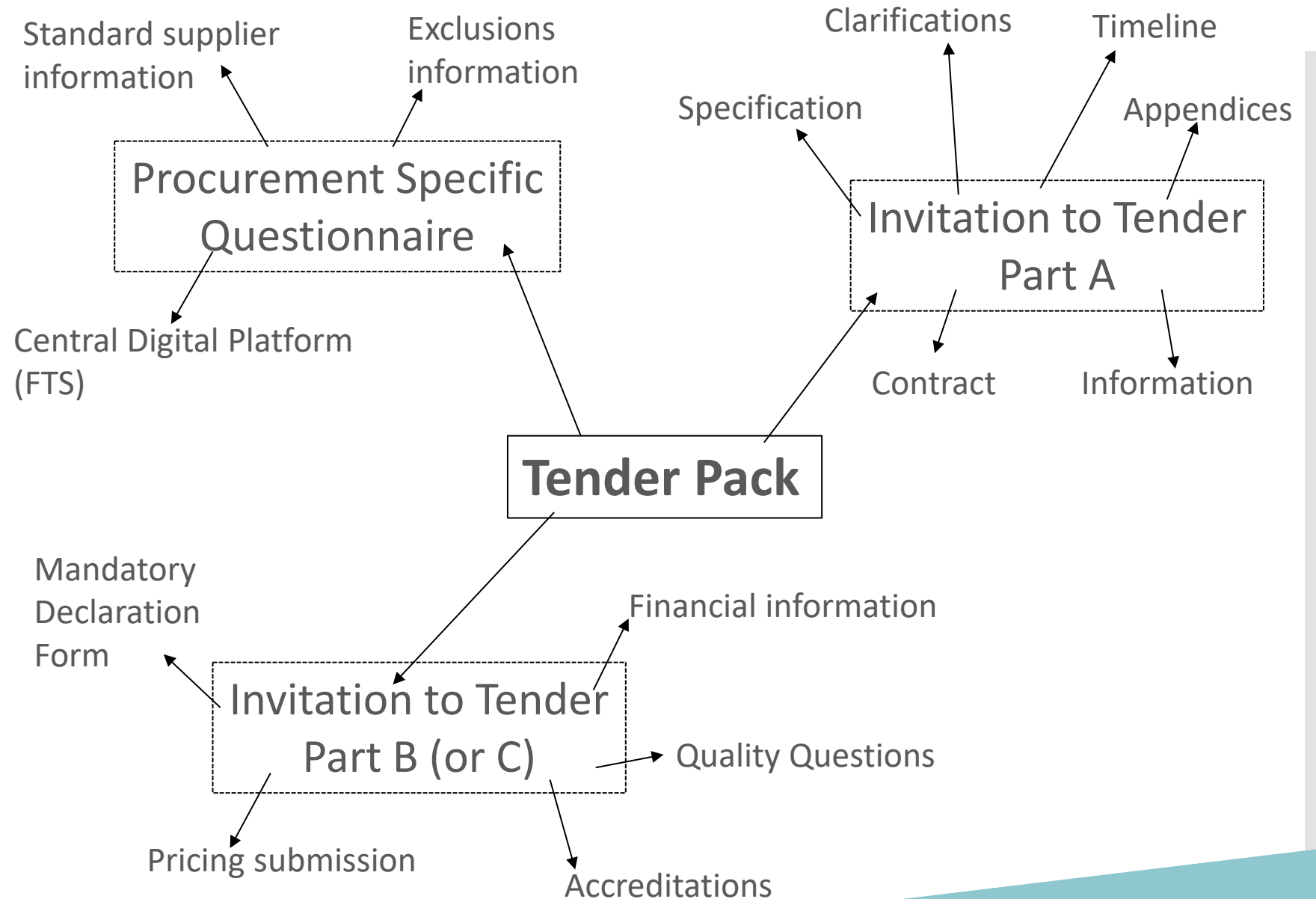


What?	Why?	When?
The rules which govern public sector buys high value goods works and services	1. Set of UK regulations 2. Streamline regulations into one set	24 February 2025 onwards Anything started before then subject to previous regulations

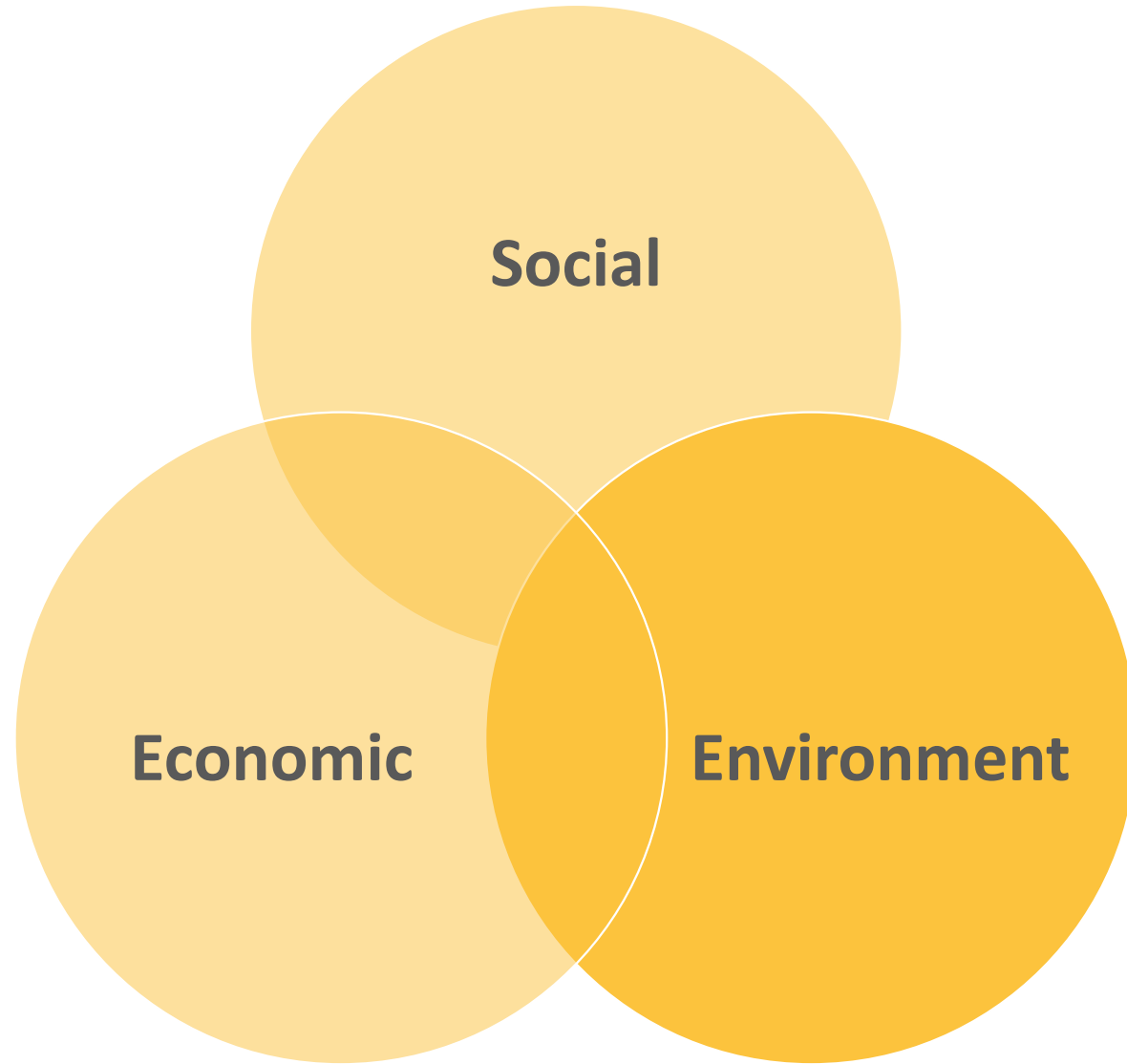
[Transforming Public Procurement - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/transforming-public-procurement)

[Find a Tender](#)

Typical tender contents



Social Value





Access local council services and information quickly and easily

[Home](#) > [Your council](#) > [Supplying the council](#)

Supplying the council

East Suffolk Council currently spends around £84 million each year and we are keen to encourage a diverse range of suppliers to do business with us, both large and small.

As a local council we are not just looking for the biggest companies to supply us, we want to encourage organisations of all sizes to bid on our tenders, including local suppliers. There is something for everyone and we are shaping procurements for all kinds of suppliers.

Why do business with East Suffolk Council?

We are governed by many different regulations which ensure that the way we work is fair, open and transparent. These regulations can mean that the process is more complex than in the private sector, but they do mean you can be sure you will be treated fairly and on the same terms as everyone else.

It is not all about money. We want the best value in our agreements and not simply the lowest price. Having delivered services for over 45 years, you can be sure that working with East Suffolk Council is a safe partner to do business with, paying 98% of our suppliers on time within 30 days.

There are many other benefits to doing business with the council:

- We are a reliable source of work as we will always have requirements that will need to be supplied.
- Our requirements are suitable for companies of all sizes.
- The regulations that the Council are governed by mean that the process is binding and will ensure that you are protected throughout the contract life cycle.

In this section

- > [Find a contract opportunity](#)
- > [Contract Register](#)
- > [Procurement frequently asked questions](#)

▶ [Contact us](#)

Useful links

[Information and guidance for suppliers from GOV.UK](#)



- Home
- Tenders
- Contracts
- Register
- Help

Important Notice - Essential Maintenance

In-tend will be down for essential maintenance Friday 27th June 2025 22:00 GMT whilst
Sunday 29th June 2025 20:00 GMT.

If you have any queries regarding the maintenance period, please do not hesitate to contact our In-tend Support team via email: support@in-tend.co.uk.

Welcome to the East Suffolk Council E-tendering system

From this web site you can

- View a list of tenders/contracts/quotations.
- View information on contracts that have already been awarded.
- Express interest in a particular tender or quotation.
- Receive tender and/or quotation documentation.
- Safely return your tender or quotation documents.
- Send and receive correspondence.

How do I get started?

- To browse the list of tenders and quotations select the **Tenders** option. If you are interested in any of those listed, click the **View Details** button for further information and to express your interest.
- To gain full access to this web site you must register your company / organisation using the **Register** option.
- When your registration has been accepted, you will receive an email containing your Login Information.

Login

[Login](#)[Forgotten
Details](#)

NOTE: Please be aware that failure to provide correct login information three times will result in your account being locked

[Register](#)

BETA [Contact the Find a Tender team \(opens in new tab\)](#) if you have feedback, questions or suggestions.

Find information on UK public procurements and contracts

Find a Tender is where public sector buyers publish notices about procurements and contracts that suppliers can search and apply for.

[Search](#) >

How you sign in to Find a Tender has changed

You'll need a GOV.UK One Login to sign in to this service. You can create one if you do not already have one.

You can save searches and get notification emails. You must sign in before registering a buyer or supplier organisation.

[Sign in with One Login](#)

Search results

We've found **15** notices

Keywords

Search titles, descriptions, identifiers and organisation names

[▶ Help with keyword search](#)

"east suffolk council"

^ Procurement stage

[▶ What are the procurement stages?](#)

- ☐ Open opportunities only
- ☐ Pipeline
- ☐ Planning
- ☒ Tender
- ☐ Award
- ☐ Contract
- ☐ Termination

▼ Notice type

▼ Industry CPV code

Sort results

Relevance

▼

[Electrical Materials Supplier](#)

East Suffolk Council

...associated accessories to the **East Suffolk Council**,...the response times as required by **East Suffolk Council**....of specific **East Suffolk Council** stock for...and Delivery of electrical products directly to East...Council sites across the **East Suffolk Council**...

Notice type UK4: Tender notice
Total value including VAT £3,000,000
Contract location UKH14 - Suffolk
Submission deadline 18 June 2025, 1:00pm
Publication date 14 May 2025, 4:02pm

[Timber Supplier](#)

East Suffolk Council

East Suffolk Council are looking to appoint a supplier for the following,...to the **East Suffolk Council** Housing Repairs and Maintenance...over-the-counter service for the supply of timber to East Suffolk...Council. • Delivery of Timber directly to **East Suffolk Council**...

Notice type UK4: Tender notice
Total value including VAT £300,000
Contract location Location not specified
Submission deadline 26 June 2025, 1:00pm
Publication date 29 May 2025, 4:07pm

East Suffolk's Contract Management Team

- Our colleagues in Contract Management look after the Council's contract with East Suffolk Services Limited
- ESSL provide waste and recycling collection services, street cleansing, grounds and facilities maintenance and a host of other services
- As ESC provide procurement services to ESSL the same rules and similar policies apply
- Contract managers and contract monitoring officers drive continuous improvement and focus on performance of the contract delivery



New projects coming



Supplier welcome pack

Contract management handbook
for officers

Further guidance on In-tend for
suppliers



Further feedback?

Suggestions for the next Meet the Buyer
event in January 2026?

Please contact:

Procurement@eastsoffolk.gov.uk