



Procurement Strategy

2021-2023

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1. Executive Summary

The Queen Margaret University Procurement Strategy is aligned with the University strategic goals, established collaborative initiatives and necessary regulatory compliance with the Procurement Reform (Scotland) Act 2014. The approved Strategy is the culmination of consultation and engagement with different stakeholder groups affected by the institutional approach to procurement. Through this consultation, the Procurement Strategy benefits from exposure to both internal and external scrutiny. This strengthens the understanding of the Strategy and the prospect of achieving its policies, aims and objectives.

2. Strategic Context

The Procurement Strategy sets out the strategic institutional approach to procurement within a challenging economic, legislative and regulatory environment, including support for University policies. The statements within section 5 demonstrate how the University will deliver the requirements of the Procurement Reform (Scotland) Act 2014. Its focus is on all staff involved in buying goods and services on behalf of Queen Margaret University, including management staff responsible for authorising and monitoring transactions.

3. Procurement Mission Statement

Queen Margaret University is committed to obtaining value for money in the procurement of goods and services.

5. Compliance with the Procurement Reform (Scotland) Act

The inclusion of the following statements in the University Procurement Strategy is mandatory to demonstrate how the University will deliver the requirements of the Procurement Reform (Scotland) Act.

For every procurement over £4m, the institution will consider how it can improve the economic, social or environmental wellbeing of its area through inclusion of community benefit clauses, to assist with its strategic objective of seeking out partnership and collaboration and embedding sustainability across our portfolio and practices. Such improvements could be implemented through mandated

area. Where possible and proportionate, the university will also look to include such clauses in procurements below the £4m threshold.

procurements.

For each procurement, the institution will consider the community affected by the 71.72 <011E>2.998 <0003

The University will find practical ways to supply healthy, fresh, seasonal, and sustainably grown food which represents value for money whilst improving the health, wellbeing and education of our teaching and learning communities, coupled with promoting the highest standards of animal welfare. The University will manage our entire catering provision to ensure affordable contracts are put in place, which meet the nutritional requirements and ethnicity mix for food for users of our catering services.

practicable, the following payments are made no later than 30 days after the invoice (or similar claim) relating to the payment is presented.

Payments due by the University to a contractor.

procurement opportunities and shall strive to ensure appropriate use of lotting, output based specifications and clear evaluation criteria to ensure the procurement is accessible to as many bidders as possible. The University will ensure that it awards regulated procurements only to businesses [and sub-contractors] that are capable, reliable and, where relevant, that can demonstrate that they meet high ethical standards and values in the conduct of their business.