

Paragraph / Section	Proposed Changes
Rule 2 Preparation & Process	The detail within this section has not changed (with exception of moving text to 7.1.3 & 7.1.5 as described below). The order and flow of this section has been reviewed and restructured with the addition of headings to make it easier to follow and locate appropriate rules in relation to preparation and process.
Rule 3 Procurement Process	<ul style="list-style-type: none"> • 3.1 Table; Values have been removed and replaced with “threshold” (thresholds are updated and located at Appendix 1). • Supplies £0-£24,999 – Advertising; this section has been updated to make clearer the requirements for notify Corporate Procurement of contracts awarded in excess of £5,000 and below £24,999 using the contract award notification form which is available on the intranet. • Procurement Process £25,000 – Threshold, and Above Threshold; these sections have additional wording to remind services of the need to consult with of corporate services more broadly as appropriate, for example Information Governance where contracts involve processing of personal data.
Rule 4 Tender Receipt & Evaluation	<p>4.4 Following an internal review of our tender opening process and the implementation of a new eProcurement system some adjustments are noted in this section;</p> <p>4.4.1 – Updated to reflect that the unique procurement reference and title will be recorded</p> <p>4.4.2 – Updated to reflect that the system records the time of submission</p> <p>4.4.3 – Updated to reflect that this applies to restricted tender opportunities</p> <p>4.4.5 – Is an addition to record the name of the individual from the procurement team opening the tender</p> <p>4.4.6 – Updated to reflect that this applies to any tenders submitted outside of the eProcurement Portal</p> <p>4.4.7 – “any reason for rejecting any tender” This sentence has been removed as tenders cannot be rejected at this point in the eProcurement Portal / process.</p>
Rule 7 Record Keeping & Recording	<p>7.1 This section has been updated. Text has moved from section 2;</p> <p>7.1.3 the dividing of large procurement into Lots</p> <p>7.1.5 a risk log</p> <p>7.1.4. is a new addition; this is in relation to recording of consideration of social value in the commissioning and procurement activities</p>

Rule 8 Income Contracts & Concessions	8.10 value has been removed and replaced with “threshold”
Rule 11 Variation & Termination of Contracts	11.9 is a new addition to include novation of contracts
Definitions	
eProcurement Portal (Yortender)	Link has been updated to the new eProcurement Portal; <u>YORtender (eu-supply.com)</u>
Land	Definition of land has been added
Appendix 1 Thresholds	This section has been updated to reflect the most up to date UK Procurement Thresholds