

# Annual Procurement Report 1<sup>st</sup> August 2019 – 31<sup>st</sup> July 2020



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09/12/2021

# Contents

1	Introduction.....	2
2	Summary of Regulated Procurement.....	5
3	Review of Regulated Procurement Compliance.....	6
3.1	Audit and Compliance .....	7
3.2	Improvements & Efficiency Return .....	8
3.3	Climate change and Carbon Footprint.....	9
4	Community Benefit Summary.....	10
5	Supported Businesses.....	13
6	Future Regulated Procurements Summary.....	14
	Appendix 1 – Full list of Regulated Procurements .....	15
	Appendix 3 – Community Benefits Outcomes .....	26
	Appendix 4 – Future Regulated Procurements .....	29
	Appendix 5 - Glossary .....	37

# 1 Introduction

The University of Strathclyde ('the University') is a Higher Education establishment based in the centre of the City of Glasgow, which employs over 3,500 staff and has an annual turnover of over £335 million with an approximate non-pay expenditure of £143 million annually.

More than two hundred years after its foundation in 1796, the University continues to make a contribution to society which is both broad and deep.

Established as 'a place of useful learning' – with a mission to make the world better-educated, prosperous, healthy, fair and secure – we continue to live by our socially-progressive values today.

We have grown our partnerships with business and industry to accelerate and amplify innovation and to boost societal advancement and economic growth in our city, our country and beyond.

We have invested in our campus to deliver a first-class experience for our increasingly international student body, while continuing on our journey to 'net-zero', mindful of sustainability and the urgent need to reduce humankind's impact on our planet.

With the support from such a progressive and innovative organisation, investment in University Procurement has allowed the team to grow from strength to strength in numbers and in experience. This has been crucial to ensure the effective and compliant delivery of regulated procurements including the capital investments reported for this period and ongoing.

The team have been recognised for their contributions at the Procurement Government Opportunities (GO) Awards 2018 in winning the categories "Team of the Year" and "Innovation of the Year" with a highly commended award for "Social and Community Benefit in procurement". In 2019 we received a highly commended in the Category of Best Environmental Impact and in 2020 were finalists in the Infrastructure or Capital Project of the year.

The Procurement Reform (Scotland) Act 2014 ('the Act'), requires 'public sector contracting authorities' with regulated procurement activity of £5 million or more per annum to produce a Procurement Strategy and action plan annually, and subsequently to produce an Annual Procurement Report after the end of each financial year. For the purposes of the Act, the University of Strathclyde is considered to be a public sector contracting authority. An Annual Procurement Report reviews the contracting authority's regulated procurement activities against its Annual Procurement strategy.

Accordingly, the University is pleased to publish our third annual procurement report covering the period 1st August 2019 to 31st July 2020.

The content of the report covers all Regulated Procurements completed during the period and details how these have supported the objectives of the action plan contained within the University Procurement Strategy 2019-2021.

The Procurement Strategy has an updated action plan in place until July 2021 which shows the University Procurement team's progress against objectives.

The key action plan progress is outlined below:

<i>Stakeholder Engagement</i>	A category management approach has been taken across the University with key contact personnel identified for communications. Regular meetings with senior stakeholders are established and procurement awareness and training sessions were delivered to identified target audiences and further training for all staff will be launched for 2021. Some Departments have recognised the measurable benefits of dedicate procurement resource and now fund dedicated resource within the central team.
<i>Management Information</i>	Our externally facing contracts register is kept up to date, contracted spend increases year on year, with management reports now agreed for distribution on a quarterly basis to focus on improvement. A procurement toolkit with template documents is in use and updated as required.
<i>Sustainable Measures</i>	The University's Sustainability Strategy, Modern Slavery Statement, Annual Procurement Strategy, Socio-Economic and Community Benefits strategy and Construction Charter are all available through the University's web pages and where appropriate embedded in tenders along with fair work first and ethical labour requirements. Suppliers are requested to advise when tendering on the steps their organisation is taking within their operations to ensure that the net Zero targets of the UK and Scottish Government are being met.
<i>Procedures and Practices</i>	All regulated Procurements have a contract strategy to determine the best route to market for each contract. Annual expenditure analysis including cycle for review and retender is managed by category. Contract management process is applied on a proportionate basis. Savings and benefits identified and reported in line with the Scottish Governments procurement benefits tracking model.
<i>Procure to Pay (P2P)</i>	P2P is considered as part of every contract strategy and the most efficient payment method for the contract. University procurement has ownership of the supplier master files on the University's financial management system. A 'No Purchase Order No Payment' policy is upheld in line with the University's financial regulations, and non-essential routes for requests for payment without a Purchase Order have been limited to exceptions only.
<i>Collaboration</i>	All appropriate collaborative frameworks are utilised. The team sit on collaborative forums and approximately 51% of the University's third party spend went through collaborative agreements, based on AY 19/20.

This annual report has been approved by the Chief Financial Officer on behalf of the Executive Team.

Steven Wallace  
Chief Financial Officer  
8<sup>th</sup> December 2020

## 2 Summary of Regulated Procurement

Section 18(2)(a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include: “a summary of the Regulated Procurements that have been completed during the year covered by the report”

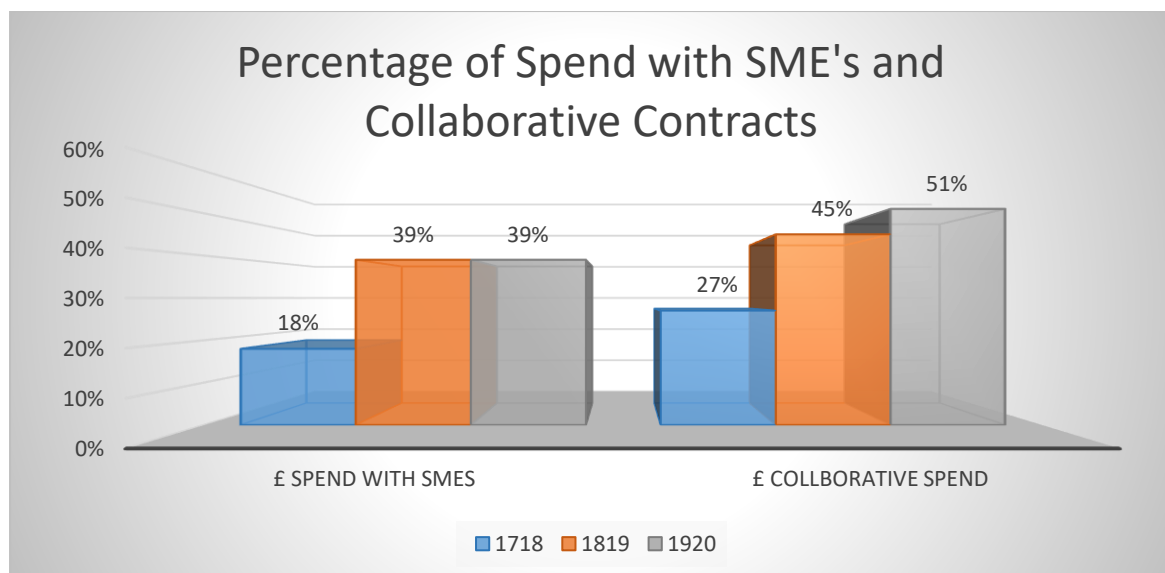
Regulated Procurement refers to any procurement above £50,000 for goods and services or £2,000,000 for works. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end. Regulated procurements can refer to new contracts and framework agreements but also to mini-competitions and call offs from existing framework agreements.

Over the period, the University has awarded a total of 133 Regulated Procurements at a potential value of circa £84 million.

Section 9 of the Procurement Reform (Scotland) Act 2014 details the sustainable procurement duty and in particular the facilitation of the involvement of small and medium sized enterprises. During the period circa £55 million of the £143 million spend through University contracts was with SME's and of the number of contracts awarded during the period, 83 of these organisations were SME's.

The University is committed to working with our suppliers to encourage fair working practices and all tendered contracts include an appendix to record details from our suppliers. In contracts awarded during this period 65 suppliers have committed to paying the real living wage, 6 are accredited real living wage employers and 8 have signed up to the Scottish Business pledge.

During the period the University Procurement have also created contracts through quick quoting or utilising available framework agreements from the centres of expertise for example, Advanced Procurement Universities and Colleges (APUC), Scotland Excel or Scottish Government and existing University frameworks to create non-regulated spend contracts.



Appendix 1 shows a full list of the individual procurements completed. There were also some instances where clause 33, negotiated procedure without prior publication or clause 15, Research and Development Services of the Public Contracts (Scotland) Regulations 2015 were utilised after assessment.

### 3 Review of Regulated Procurement Compliance

Section 17 of the Procurement Reform (Scotland) Act 2014 requires that Regulated Procurements be carried out in accordance with the organisation's procurement strategy, so far as reasonably practical. Section 18(2) states that an annual procurement report must include, at 18(2)(b), "a review of whether those procurements complied with the authority's procurement strategy" and, at 18(2)(c), "to the extent that any Regulated Procurements did not comply, a statement of how the University intends to ensure that future Regulated Procurements do comply".

Further details on the requirements within the Act can be found in Appendix 2.

The University's [Procurement Strategy 2019-2021](#) sets out how regulated procurement is intended to be undertaken in compliance with the act and supports the [University's Strategic Plan 2020-2025](#). It also sets out the strategic institutional approach to procurement within a challenging economic, legislative and regulatory environment, including support for University policies.

The Procurement Strategy 2019-2021 and updated action plan was approved by the Chief Financial Officer on behalf of the University's Executive team in August 2020. This included an update to reflect the progress made against the objectives and extended the reports validity until July 2021.

Regulated Procurements are undertaken with consideration of the EU Treaty Principles of non-discrimination, free movement of goods, freedom to provide services and freedom of establishment. In addition, general principles from the case law of the European Court of Justice are applied which are: equality of treatment, transparency, proportionality and mutual recognition.

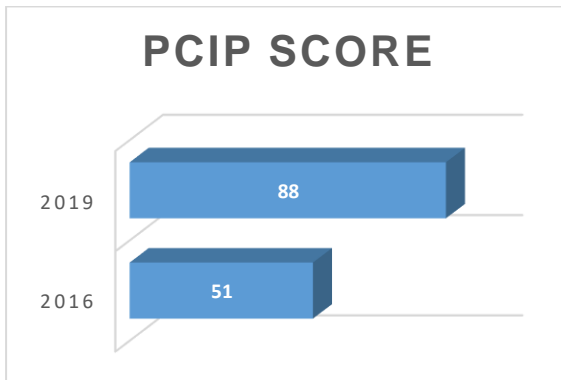
The relevant legislation and the University's internal rules governing procurement activity are followed and this is all supported by a comprehensive procurement toolkit containing templates and supporting documents, which are aligned with the Scottish Government's Procurement Journey.

The University is committed to ensuring that suppliers are paid within 30 days or less. The procurement team are working closely with the accounts payable team within finance to improve payment processes across all contracts.

A No PO No Payment policy is upheld and all suppliers are encouraged to deliver electronic invoices directly to accounts payable to support paperless, timeous and efficient payment processes.

## 3.1 Audit and Compliance

### External and Internal Audit



The University Procurement team were independently assessed under the Scottish Government's Procurement Commercial Improvement Programme (PCIP) in October 2019 and achieved a score of 88%. This rating sits in the upper half of the F1 performance band and shows improved performance of 37% on the previous assessment score from 2016.

Overall the Procurement Teams effectiveness and activities have increased producing a significant rise in Regulated procurements and the Social Impact from these activities.

In July 2020 the University's Internal Audit (IA) undertook an assessment which involved reviewing the University Procurement's tendering procedures in relation to Scottish and EU legislation with specific focus on the processes in place to evaluate tenders and provide feedback to unsuccessful tender candidates.

The purpose of this audit was to provide management with assurance that goods, services, and works which meet the relevant thresholds for tendering procedures to be used have been procured in accordance with the University's policies and procedures, taking cognisance of other relevant external guidance.

The Head of IA's review returned the overall evaluation for this review as "Substantial Assurance". Stating, "This is the highest return meaning, controls are robust and well managed. Risk governance and control procedures are effective in supporting delivery of any related objectives. Any exposure to potential weakness is low and materiality of any consequent risk is negligible."

### Compliance

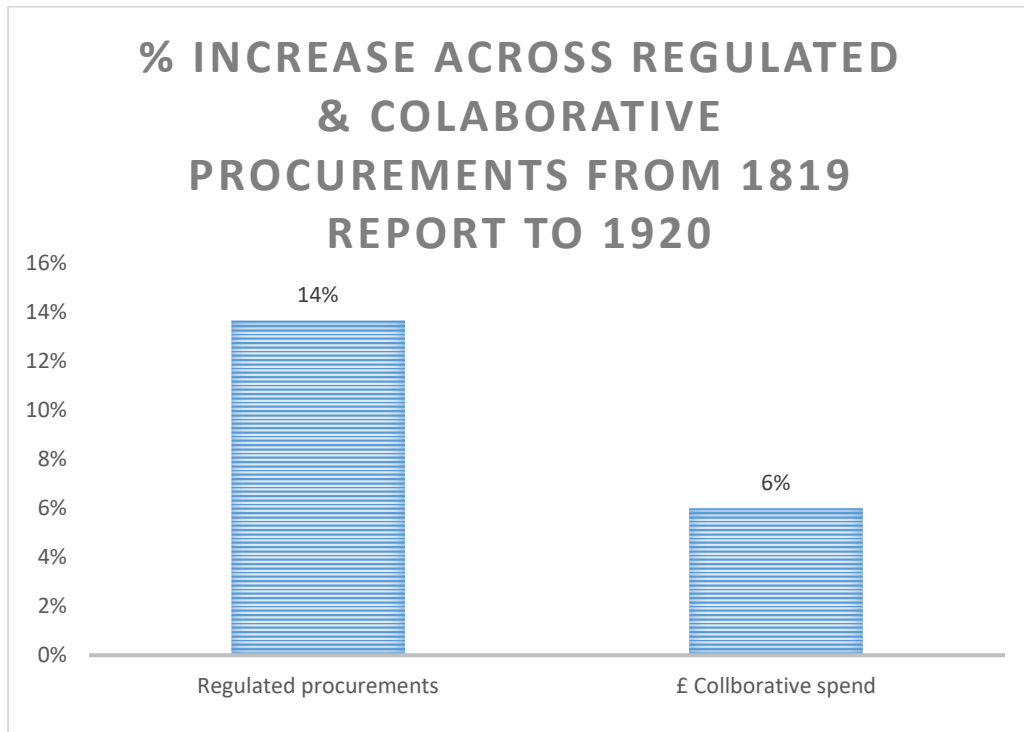
Our review of the Regulated Procurements was completed and our update to the Procurement Strategy 2019-2021 has identified some areas for improvement as follows:

- Further develop our relationship with our procurement contacts and stakeholders to improve understanding of the regulations, embed sustainable procurement measures and continue to deliver community benefits from appropriate contracts.
- Further develop reporting mechanisms of procurement activity for internal and external distribution.
- Continue to develop our approach to contract and supplier management
- Develop further benefits through efficient P2P mechanisms.
- Develop procurement training plans for new entrants and existing staff aligned with the Scottish Government's National Procurement Development Framework.

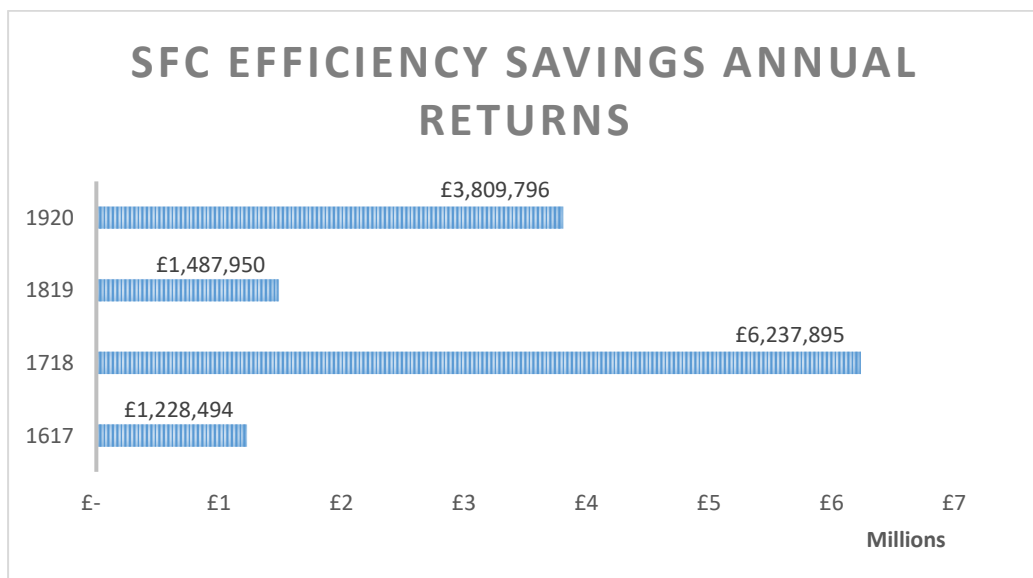


### 3.2 Improvements & Efficiency Return

Our activities continue to increase around the delivery of Regulated Procurements and identification of opportunities to collaborate across the sector and beyond.



The Scottish Funding Council (SFC) requests efficiency savings are returned on an annual basis. Procurement have returned the following values with steady or increased results year on year.



### 3.3 Climate change and Carbon Footprint

The University continues to acknowledge that its procurement activities have an impact on the environment, society and the economy. The procurement team are focused on developing contract strategies that minimise or reduce negative impacts on the environment.

The contract strategy used for all regulated procurements has been refreshed during 2020 to require the procurement professional to outline how this procurement will comply with the climate change duties. The 4 aims of this section of the strategy are as below:

Aim 1: Tackle climate change and reduce resource use

Aim 2: Be socially responsible

Aim 3: Collaborate with others to embed sustainability across the institution

Aim 4: Share learning and knowledge to help ensure continuous improvement

Outlined below are a few examples of contractual requirements and successful outcomes:

#### HR/Payroll Solution:

Following consultation with colleagues in Scottish Government, the specification for this contract includes a requirement that the solution must utilise data centres with a power usage effectiveness (PUE) energy rating of 1.6 or better.

#### Construction Projects:

The University has adopted the aim that all new build projects will achieve a BREEAM rating of excellent, placing them in the top 10% of new non-domestic buildings in the UK. With regard to refurbishment projects the University aims to achieve a BREEAM rating of very good.

With the new build of The National Manufacturing Institute for Scotland (NMIS) the University intends to move a step further than excellent rating to aim to achieve a BREEAM rating of outstanding, a score given to less than 1% of UK new non-domestic buildings.

Each construction/works project has the Universities sustainability policies built into the specification/ scope of works.

In addition to the BREEAM objective of this project the design of this project was established to RIBA Stage 4 (Technical Design) at the time of tender. This design clearly demonstrates an approach which was designed to facilitate the construction of an energy carbon neutral and state of the art facility.

In order to support this objective and ensure the successful contractor could satisfy this key requirement, it was deemed that 10% of the 40% of the quality evaluation weighting was attributed to the tenderers approach to sustainable construction. This included tenderers approach to construction innovations, delivery in line with the circular economy, a well building, prefabrication methods and reduction of carbon.

## 4 Community Benefit Summary

Section 18(2)(d) of the Procurement Reform (Scotland) Act 2014 states that it is mandatory for an annual procurement report to include “a summary of any Community Benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report”. Section 25 of the Procurement Reform (Scotland) Act 2014 mandates that all contracting authorities “must consider whether to impose Community Benefit requirements as part of the procurement” when the estimated contract value is greater than or equal to £4,000,000.

However, Community Benefits are a key objective of the University’s Procurement Strategy and [Socio Economic and Community Benefit Impact Strategy \(the ‘Strathclyde Commitment’\)](#), which states that Community Benefits will be formally considered where it is appropriate and proportionate to do so where the total contract is above the value noted below:

- goods and services contracts with an estimated value greater than £50,000
- works contracts with an estimated value greater than £2,000,000

The values of the ‘Strathclyde Commitment’ are in line with the University’s overarching values and include:

- **People-oriented:** Suppliers will be encouraged and evaluated to provide benefits that will provide opportunities for Strathclyde students, that will support and invest in their development.
- **Bold:** The ‘Strathclyde Commitment’ will take the mandatory legislation and develop it into a benefit for the organisation. Challenging the boundaries of standard contracts to add value for our students.
- **Innovative:** A Higher Education focus has been applied to the Community Benefits options offered to suppliers that will encourage them to come forward with creative and new ideas on what can be delivered for the University.
- **Collaborative:** The ‘Strathclyde Commitment’ is a collaboration between procurement and the sustainability team. It is intended to widen this to a collaborative forum which will encompass stakeholders within the University and the wider community to produce tangible benefits.
- **Ambitious:** Adopting this consistent approach will be an ambitious step for the University as the Higher and Further education sector has limited published use of this practice. Community Benefits will be included in all appropriate contracts where it is proportionate to do so.

Appendix 3 provides full details of Community Benefit’s secured and delivered during the period.



This commitment includes taking the opportunity to include a range of community based benefits as a result of procurement activity. This is achieved through the inclusion of specific clauses within procured contracts known as, the 'Strathclyde Commitment' clauses.



**Key Community Benefit outcomes delivered during the period include:**

- Targeted Recruitment and Training
  - Including 29 Apprenticeships
- Skills and Training
  - Including 10 career events and 21 sub-contractor qualifications
- Supply Chain Development
  - Including meet the buyer events and mentoring for SMEs
- Community Engagement activities x 7
- Benefits specifically targeted for Project Search x 11

**Some Community Benefits delivered outside of Construction contracts include:**

**Legal Services contract:**

The University awarded a contract for Legal Services and has secured the delivery of additional/ other benefits under this contract in addition to Student Mentoring, Work Experience and Financial Investment supporting Student Excellence.

**Other Benefits:**

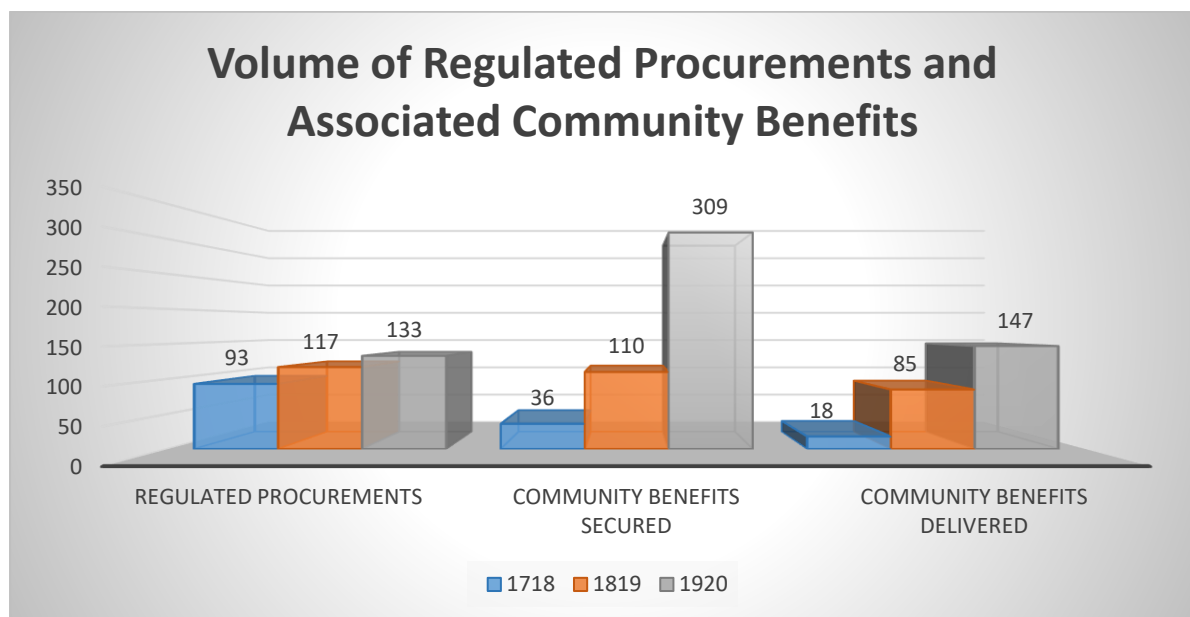
- Student Engagement to raise aspirations, inspire achievement and increase opportunities.
- Training for the University of Strathclyde Law Clinic venture via training for student advisors.
- The creation of an Educational Community Chest fund to assist with student welfare or a specific project.
- Procurement and construction law workshops delivered to staff.

### Furniture contracts:

The University has awarded a number of contracts to Azzurro Ltd over this reporting period. As a result, the University engaged Azzurro Ltd to deliver benefits based on the volume of spend.

The Health and Wellbeing of students is paramount for the University and the Anderson Library staff recognised that a physical space for students to use as a Wellbeing Space situated within the library could play a key role to support their wellbeing.

The University procurement engaged Azzurro Ltd to assist with the creation of this space. Azzurro Ltd worked with the University to provide all of the furniture, including, a sofa, chair, coffee table and shelving. The furniture was in place and the space opened for University Mental Health Day.



## 5 Supported Businesses

Section 18(2)(e) of the Procurement Reform (Scotland) Act 2014 requires organisations to include “a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report”.

During the period the University has awarded two new contracts to Supported Businesses. Details of the contracts are included below:

New Contract: Mattress and Bedframe Replacement for Chancellors and James Goid

Supplier: Dovetail Enterprises (1993) Limited

Contract Value: £95,692.07

Existing Contract: Beds and Mattresses

Supplier: Dovetail Enterprises (1993) Limited

Contract Value: circa £20,000

In addition to the above regulated contracts the University can report spend with Royal Strathclyde Blindcraft Industries (RSBi) / City Building (Contracts) LLP, a supported business based in Glasgow. Spend with this company during the period was £98,860.91.

Additionally, during the reporting period, the University has reported spend with Abri Trading Ltd- T/A Palantine Beds (£25,244) and Grassmarket Community Project (£3,565.92).



The University has an ambitious capital investment plan and the procurement team works with contractors to facilitate opportunities for community benefits and social impact opportunities including supported businesses and third sector organisations where possible.

In addition to contract opportunities two of our Tier 1 contractors have worked with third sector organisations to provide mentoring support. The success of this activity has allowed them to achieve “gold member” status which enables the organisation to become an approved sub-contractor of the Tier 1 contractor. This is ongoing and work continues to identify further opportunities with these and future contractors.

## 6 Future Regulated Procurements Summary

Section 18(2)(f) of the Procurement Reform (Scotland) Act 2014 states it is mandatory that an annual procurement report must include “a summary of the regulated procurements the authority expects to commence in the next two financial years.”

Future Regulated Procurements have been identified via the following means:

- Current contracts recorded in our contract register that will expire and need to be extended or re-let over the next two years;
- New procurements identified via future work plans provided by University faculties and departments; and.
- New procurements identified via anticipated work plans for investment programme and special projects. These include, construction contracts to support the University’s capital investment strategy, a new HR & Payroll system, capital equipment investment for the National Manufacturing Institute for Scotland and the Power Network Distribution Centre (both satellite sights of the university).

A full list of anticipated Regulated Procurements in the next two years can be found in Appendix 4.

## Appendix 1 – Full list of Regulated Procurements

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Construction of the National Manufacturing Institute for Scotland	Galliford Try Construction Limited t/a Morrison Construction	29/05/2020	28/12/2021	£42,515,049
ePurchasing Cards	Royal Bank of Scotland Group (RBS)	02/12/2019	01/12/2022	£9,900,000
Mini Competition for design team services for the Technology Innovation Centre (TIC) zone development within the Glasgow City Innovation District (GCID)- Lot 2- Architect	HLM Architects Ltd	16/10/2019	15/10/2020	£1,757,838
Supply & Delivery of Frozen, Grocery & Chilled Foods	Bidfood (formerly Bidvest Foodservice (formerly 36	01/12/2019	30/11/2021	£1,520,000
Supply and Delivery of a 5 Axis Turn Mill to AFRC	DMG Mori UK Ltd	24/03/2020	23/12/2022	£1,495,000
Mini Competition for design team services for the Technology Innovation Centre (TIC) zone development within the Glasgow City Innovation District (GCID)- Lot 4- Building Services Engineer	Hulley & Kirkwood Consulting Engineers Ltd	16/10/2019	15/10/2020	£1,157,000
Renewal of Enrollment for Education Solutions (EES) Agreement with Microsoft	Softcat	01/09/2019	31/08/2022	£993,949
Supply, delivery and commissioning of an electric furnace for HIVES	Thermserve Ltd	27/03/2020	26/03/2022	£923,684
Agency Agreement for the Supply of Water & Waste Water Billing Services	Business Stream Ltd	01/04/2020	31/03/2021	£843,800
Provision of Legal Services	Anderson Strathern	01/12/2019	30/11/2021	£775,380
Polymer Additive Manufacturing Machine	Tri- Tech Engineering Ltd	26/03/2020	25/09/2022	£740,245
Supply & Delivery of Sandwiches & Associated Products	Tiffin Sandwiches Limited	03/02/2020	02/02/2022	£692,000
Mini Competition for design team services for the Technology Innovation Centre (TIC) zone development within the Glasgow City Innovation District (GCID)- Lot 7- Civil and Structural Engineer	Waterman Structures Ltd	16/10/2019	15/10/2020	£673,000



Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Supply, Delivery and Commissioning of a Block Storage Array	Proact IT UK Ltd	27/07/2020	26/07/2025	£667,524
External Audit Services	Ernst & Young	21/04/2020	20/04/2025	£645,562
University Centre Refurbishment	Clark Contracts	27/01/2020	26/08/2020	£606,552
Supply, Delivery, Installation and Commissioning of Powder Bed AM Machine	Renishaw UK Sales Limited	24/03/2020	23/09/2022	£605,599
Provision of Cycle to Work Salary Sacrifice Scheme	Cyclescheme Ltd	01/08/2020	31/07/2024	£600,000
The Provision of a High Precision Capability Metrology Machine (CMM)	Hexagon Metrology Limited	18/03/2020	17/09/2024	£599,405
Mini Competition for design team services for the Technology Innovation Centre (TIC) zone development within the Glasgow City Innovation District (GCID)- Lot 9- Project Management	Turner & Townsend Project Management Limited	16/10/2019	15/10/2020	£555,031
Enterprise IT Service Management (ITSM) Solution	Freshworks Inc.	17/04/2020	16/04/2025	£540,798
A licence to copy, scan or digitally copy literary, artistic and related works in books, journals, magazines and newspapers etc. (Copy Right Licenses)	Copyright Licensing Agency (also acting as agent for the Newspaper Licensing agency)	23/09/2019	23/09/2020	£451,285
The provision of an Automated High Precision Optical 3D Scanner	GOM UK LTD	03/02/2020	02/08/2022	£400,473
Royal College Masterplan Phase 3	Clark Contracts	21/02/2020	20/08/2020	£388,814
MMIC Grand Challenge 1 TIC	Taylor and Fraser Limited	17/07/2020	16/10/2020	£371,996
Supply, delivery and commissioning of a laser lithography system	Omniscan Ltd	28/10/2019	27/10/2022	£366,912
Chancellors Hall Flooring & Decoration	Clark Contracts	06/07/2020	05/09/2020	£355,627
Provision of a simulated professional learning environment for the Strathclyde Law School	Civica UK Ltd	02/12/2019	01/02/2024	£349,050
Jisc Membership Subscription (subscription)	Jisc	29/06/2020	29/06/2021	£347,380
Call off from the National IT Peripherals framework (SP-17-021)	Computacenter UK	25/06/2020	24/06/2021	£340,034
Mini Competition for design team services for the Technology Innovation Centre (TIC) zone	Robinson Low Francis	16/10/2019	15/10/2020	£312,524

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
development within the Glasgow City Innovation District (GCID)				
Call Off under the terms of the IT Related Accessories and Parts (ITRAP) Framework	XMA Ltd	14/07/2020	13/07/2021	£302,976
Project to Replace Lifts in Blocks A, B, C & D at Andrew Ure Hall 2020-21	Scotec Lifts Ltd	10/02/2020	09/02/2023	£299,760
Supply, Delivery, Installation and Commissioning of XRD Systems	Proto Manufacturing	01/11/2019	30/04/2022	£284,445
Supply, Delivery & Installation of Furniture for the Wolfson Building 2020	Azzurro Ltd	02/04/2020	01/04/2025	£265,578
Supply and Installation of Machine Enclosures (AFRC - LMC)	Connect 2 Cleanrooms Limited	16/09/2019	15/09/2024	£264,417
Various Call offs from Construction Consultants Framework for Cost Consultancy Services	Currie & Brown UK Ltd	01/08/2019	31/07/2020	£257,268
Lord Todd Office Alterations	Morris and Spottiswood Limited	27/07/2020	26/09/2020	£254,709
MBS-24-10-001 (custom ECR ion beam deposition system for the fabrication of optical thin-film coatings) (Custom ECR ion beam deposition system)	Polygon SAS	08/01/2020	08/01/2021	£252,000
Provision of Equipment for Extreme Performance Optical Coatings	Polygon Physics SAS	25/01/2020	24/01/2023	£250,000
e-Payment Processing Facilities	WPM Education Ltd	01/08/2019	31/07/2022	£225,000
Provision of Software and Support for Personal Data Store	Mydex Data Services Community Interest Company	06/01/2020	05/01/2022	£200,000
Adaptation of the existing remote Advanced Symptom Management System (ASyMS) to meet study aims.	Docobo Ltd	23/04/2020	23/04/2021	£189,300
Provision of a Mass Spectrometer	Waters Ltd	26/08/2020	27/08/2020	£188,956
Provision of Maintenance to Building Services Automation Systems	Honeywell Building Solutions Ltd	17/01/2020	31/07/2020	£181,043
Provision of Maintenance to Building Services Automation Systems	Honeywell Building Solutions Ltd	15/08/2019	01/03/2020	£181,043
Marketing of, Recruitment for and Administration of Strathclyde MBA in Singapore	Dimensions International College Pte Ltd	29/06/2020	29/06/2021	£180,000

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Alma, Primo and Leganto Software License with Support	Ex Libris	08/07/2020	08/07/2021	£168,000
Supply and Delivery of Laboratory Chemicals Lot 1	Fisher Scientific UK	24/09/2019	23/09/2021	£163,971
Supply and Delivery of Laboratory Chemicals Lot 2	Fluorochem Limited	24/09/2019	23/09/2021	£163,971
Research conducted in respect of project 4.2a, "Investment in infrastructures", as part of the 4th phase of the UK Energy Research Centre (UKERC)	William Blyth, Oxford Energy	11/02/2020	11/02/2021	£159,022
Refurbishment of the Henry Dyer Building	Clark Contracts	13/12/2019	15/03/2020	£158,087
CRM and project management system deployment at the AFRC	CRIMSON LIMITED	21/10/2019	20/10/2021	£154,166
Servers, Storage and Solutions National Agreement (SSSNA)	Specialist Computer Centres plc (SCC)	13/01/2020	12/01/2021	£147,540
Research support costs for MSc and PhD students in Malawi and Collaborative Research with in country partners.	BAWI	16/10/2019	16/10/2020	£146,423
USF-2000A + Average Stress Loading Mechanism, Ultrasonic Fatigue Testing System for fatigue testing up to 20kHz under mean stress	Shimadzu UK Limited	09/12/2019		£146,384
Artificial Intelligence System	IBM	19/11/2019		£140,550
Provision of a Feasibility Study for a Climate Neutral Glasgow City Innovation District	Atkins Ltd	29/07/2020	28/07/2021	£133,672
Renewal of Matlab Campus Wide Suite	Academia	08/07/2020	07/07/2021	£131,518
Supply & Delivery of Fresh Dairy Products	Graham's the Family Dairy	01/10/2019	30/09/2021	£129,000
Measured Term Joinery Services	MPMH Construction Ltd	06/07/2020	31/07/2020	£128,724
Instrument/Equipment	Shimadzu UK Limited	10/01/2020		£128,233
Textbooks for Marketing Department Postgraduate Programmes	John Smith & Son Group Ltd	30/08/2019	29/08/2021	£123,665
Call off from the National IT Peripherals framework (SP-17-021)	Computacenter UK	23/07/2020	22/07/2021	£119,863
Research support costs for MSc and PhD students in Malawi and Collaborative Research with in country partners.	BASEFlow	16/10/2019	16/10/2020	£118,467
DC Power Supply	Genvolt Limited	21/02/2020	20/02/2021	£117,850

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Property Management Services for the Inovo Building	Colliers International	07/05/2020	07/05/2021	£117,745
Software License Reseller Agreement - Alcumus, Tailored Info Exchange System	Academia	01/07/2020	30/06/2025	£113,196
Provide expert services to enhance SBS engagement with Scotland's SME communities through Strathclyde Executive Education & Development (SEED).	Rock Ventures	14/07/2020	14/07/2021	£112,125
Livingstone Tower Security Control Refurbishment	Clark Contracts	27/01/2020	26/07/2020	£111,587
Call off Under Measured Terms Contract and Associated Works Framework Agreement- Lot 1 Joinery	MPMH Construction Ltd	24/02/2020	23/06/2020	£111,184
Sub-Contract for BEIS NIP Phase 2b - AWESIM Project - HDR LTPA & High-Speed PAUT Interface	Peak NDT Limited	09/07/2020	08/07/2021	£105,200
Software - MATLAN and Simulink	MathWorks	17/09/2019		£103,123
Call off from the National IT Peripherals framework (SP-17-021)	Computacenter UK	18/06/2020	17/06/2021	£102,647
2 x bespoke in situ cells for x-ray tomography scientific research	Deben	30/10/2019		£100,500
Manufacturing of Adaptive Optics System	PHASICS	30/06/2020		£99,437
Various Call offs from Construction Consultants Framework for Cost Consultancy Services	Armour Construction Consultants	01/08/2020	31/07/2019	£98,520
Mattress and Bedframe Replacement for Chancellors and James Goold	Dovetail Enterprises Ltd	30/07/2020	30/07/2021	£95,692
Design and manufacturing of customised vacuum chamber	VATEC GmbH and Co. KG	04/07/2020	03/07/2021	£93,563
Provision of Investment Manager Services with a primary role focused on Strathclyde Entrepreneurs Fund.	Robert Moffat	09/07/2020	09/07/2021	£91,800
Supply & Delivery of CCTV Hardware Upgrades (July 2020)	Boston Networks	07/07/2020	06/09/2024	£91,332
Hitachi support renewal for our existing SAN Infrastructure	CDW	14/01/2020	14/01/2021	£89,091
Call offs from Construction Consultants Framework for Civil Engineering Services- Heart of Campus	Stantec UK Limited	01/08/2019	31/07/2020	£87,538

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
IT Related Accessories and Parts (ITRAP)	Academia	28/02/2020	27/02/2021	£87,280
Research costs for PhD students and staff in Malawi and Collaborative Research with Malawian partners	BaseFLOW	21/02/2020	28/02/2021	£85,000
Supply of Microscope and Stage	Peplertech Limited	16/09/2019	21/02/2020	£84,500
Hydraulic servicing and repair for the AFRC	RL Engineering (Industrial & Marine) Ltd	01/07/2020	30/06/2022	£82,360
Research costs for PhD students and staff in Malawi and Collaborative Research with Malawian partners	BAWI	18/12/2019	18/12/2020	£80,000
Right Decision Service Platform Development and Support	Tactuum Ltd	08/04/2020	07/10/2020	£79,800
NDT Flat Panel Detector for high dose x-ray detection. Capabilities to detect up to 15 MeV photon energies.	EuroTECK Systems UK Ltd	08/11/2019		£77,747
Experimental work and specialist analysis with radioisotopes	NPL	17/01/2020		£75,543
Attune NxT 3 laser (Violet, Blue, Red)	ThermoFisher Scientific	21/08/2019		£75,000
Audio Visual Equipment - Supply of Equipment and Consumables	Streamtec Limited	13/03/2020	12/03/2021	£74,328
Renewal of Citrix ShareFile Enterprise Edition	Academia	30/06/2020	29/06/2021	£72,723
Audio Visual Equipment - Supply of Equipment and Consumables	Mediascape	13/03/2020	12/03/2021	£72,393
Call off from the National IT Peripherals framework (SP-17-021)	Computacenter UK	18/06/2020	17/06/2021	£72,233
Supply, Design & Installation of Energy Efficient Audio-Visual Equipment	Mediascape	15/06/2020	14/06/2021	£72,143
Residencies Furniture	Claremont Office Furniture Ltd	23/07/2020	22/09/2020	£71,280.00
Oracle Database	Oracle	29/06/2020		£70,419
Provision of Maintenance to Building Services Automation Equipment	Honeywell Building Solutions Ltd	19/08/2020	20/11/2020	£70,000
Rough surface interferometer	Photonic Solutions	02/04/2020	01/04/2021	£70,000
The CDS pyroprobe 6200 pyrolizer	Analytix Ltd	23/07/2020		£67,605
Purchase of a CDS Pyroprobe 6200 Pyrolizer	Analytix Ltd	23/07/2020	22/07/2021	£67,605

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Call Off from the Scottish Government Framework SP-15-011-1	Hewlett-Packard Enterprise (HPE)	30/06/2020	29/06/2021	£67,313
Desktop Client Device Framework (SP-19-016)	HP Inc (formerly Hewlett Packard UK Ltd)	19/05/2020	18/05/2021	£67,190
3 x furnaces for scientific research and associated control and power systems	Severn Thermal Solutions Limited	30/10/2019		£66,382
Equipment for BEIS NIP Phase 2b - AWESIM Project - 128/256 MicroPulse 6	Peak NDT Limited	09/07/2020	08/07/2021	£65,000
Researcher	Adoption and Fostering Alliance Scotland	09/09/2019	09/09/2021	£64,393
Research costs for PhD students and staff in Malawi and Collaborative Research with Malawian partners	BAWI	21/02/2020	21/02/2021	£64,000
Consultancy on 5G Radio, UK Government Strategies, Activities and Industry/DCMS	David Wright (Sole Trader)	26/02/2020	01/08/2020	£63,950
Contact Extensometer	Zwick	20/08/2019		£62,680
Supply, delivery & commissioning of an ePOS Solution	MCR Systems	21/10/2019	20/10/2022	£62,323
Provision of natural gas supply pipework installation, connection to new gas meter, alterations and upgrades to gas network.	Fulcrum	22/11/2019	01/03/2020	£62,261
IT Peripherals (Scottish Government Framework) call off order	Computacenter UK	06/03/2020	05/03/2021	£60,970
Avzo software and associated add ons	FEI SAS	27/01/2020		£60,374
Software Purchase; Annual maintenance for Qlikview and QlikSense	BME Solutions Limited	28/02/2020	30/05/2020	£60,288
To build and co-design a cost of care framework and to gather data across different public sector bodies to populate the framework.	RSM Risk Assurance Services LLP	22/11/2019	01/03/2020	£60,000
3x Extended-Cavity Diode Lasers with digital controllers	Toptica Photonics	19/12/2019		£59,950
Software developments on the mWater MIS system to include new shapefile importer features.	mWater Foundation, Inc	18/12/2019	09/09/2020	£59,690
IT Related Accessories and Parts (ITRAP)	Academia	27/01/2020	26/01/2021	£59,560
Supply of Charpy Impact Tester	DWE Scientific Limited	16/09/2019	15/09/2024	£59,090

Agreement Title	Supplier Name	Contract Start Date	Contract End Date	Contract Value
Replacement "CUBE" Controller for HA250 Test Machine	Zwick	15/05/2020		£58,681
Supply, Delivery, Commissioning & Support of a Scanning Electron Microscope (SEM)	Hitachi High-Tech Europe GmbH	08/11/2019	07/11/2023	£57,495
Supply, Delivery, and Commissioning of an Optical Coherence Tomography System	Thorlabs	26/03/2020	25/09/2021	£57,443
Database concerning corporate governance and boardroom processes	Management Diagnostics Limited (BoardEx)	26/09/2019		£57,000.00
Supply & Delivery of an Atomic Clock	Edge Networks (UK) Ltd	08/10/2019	07/10/2029	£55,170
12 x Bloomberg Financial terminals	Bloomberg Bloomsbury Publishing Plc	08/11/2019	08/11/2020	£54,000
High speed fibre-optic link between AFRC Building and Main Campus	Virgin Business Media	17/08/2020		£52,316
Provision of Mechanical Ventilation and Extraction Installation Services	Buchanan Mechanical Services	15/05/2020	15/11/2020	£50,500
High pressure pumps for multi use flow cell	Cetoni GmbH	27/07/2020	26/07/2021	£50,408
Laptops for student use	SCC	16/04/2020		£50,000
Fire Protection Works	Adaptive Fire Protection	09/09/2019	30/06/2020	£50,000
FutureForge installation, commissioning and testing consultancy at the Advanced Forming Research Centre	DC2 SASU	15/06/2020	14/02/2021	£50,000

## Appendix 2 – Requirements of the Act

### Procurement Reform (Scotland) Act 2014 asp 12 Part 2 General duties Section 8

#### **8 General duties**

- (1) A contracting authority must, in carrying out a regulated procurement—
  - (a) treat relevant economic operators equally and without discrimination,
  - (b) act in a transparent and proportionate manner.
- (2) A contracting authority must also comply with the sustainable procurement duty.
- (3) However, a contracting authority must not do anything in pursuance of subsection (2) that would conflict with its duty under subsection (1).
- (4) A relevant economic operator is an economic operator who is a national of, or is established in—
  - (a) a member State, or
  - (b) Iceland, Liechtenstein or Norway.
- (5) Subsection (1) does not apply in relation to an EU-regulated procurement.

#### **9 Sustainable procurement duty**

- (1) For the purposes of this Act, the sustainable procurement duty is the duty of a contracting authority—
  - (a) before carrying out a regulated procurement, to consider how in conducting the procurement process it can—
    - (i) improve the economic, social, and environmental wellbeing of the authority's area,
    - (ii) facilitate the involvement of small and medium enterprises, third sector bodies and supported businesses in the process, and
    - (iii) promote innovation, and
  - (b) in carrying out the procurement, to act with a view to securing such improvements identified as a result of paragraph (a)(i).
- (2) The contracting authority must consider under subsection (1) only matters that are relevant to what is proposed to be procured and, in doing so, consider the extent to which it is proportionate in all the circumstances to take those matters into account. 26 26
- (3) In this section—
  - “small and medium enterprises” means businesses with not more than 250 employees,
  - “third sector bodies” means organisations (other than bodies established under an enactment) that exist wholly or mainly to provide benefits for society or the environment.



(4) In this section, references to the wellbeing of the authority's area include, in particular, reducing inequality in the area.

Procurement Reform (Scotland) Act 2014 asp 12 Part 2 Procurement strategy and annual report Section 15

**15 Procurement strategy**

(1) A contracting authority which expects to have significant procurement expenditure in the next financial year must, before the start of that year—

(a) prepare a procurement strategy setting out how the authority intends to carry out regulated procurements, or

(b) review its procurement strategy for the current financial year and make such revisions to it as the authority considers appropriate.

(2) Subsection (3) applies where a contracting authority—

(a) has not, in relation to a financial year, prepared or reviewed a strategy under subsection (1), and

(b) becomes aware of the likelihood of having significant procurement expenditure during that year.

(3) The contracting authority must, as soon as practicable after it becomes aware of the likelihood of having significant procurement expenditure—

(a) prepare a procurement strategy setting out how the authority intends to carry out regulated procurements, or

(b) review its most recent procurement strategy and make such revisions to it as the authority considers appropriate.

(4) An authority has significant procurement expenditure in a year if the sum of the estimated values of the contracts to which its regulated procurements in that year relate is equal to or greater than £5,000,000.

(5) The procurement strategy must, in particular—

(a) set out how the authority intends to ensure that its regulated procurements will

(i) contribute to the carrying out of its functions and the achievement of its purposes,

(ii) deliver value for money, and

(iii) be carried out in compliance with its duties under section 8,

(b) include a statement of the authority's general policy on—

(i) the use of community benefit requirements,

(ii) consulting and engaging with those affected by its procurements,

(iii) the payment of a living wage to persons involved in producing, providing or constructing the subject matter of regulated procurements,

(iv) promoting compliance by contractors and sub-contractors with the Health and Safety at Work etc. Act 1974 (c.37) and any provision made under that Act, and

(v) the procurement of fairly and ethically traded goods and services,

(c) include a statement of the authority's general policy on how it intends its approach to regulated procurements involving the provision of food to—

(i) improve the health, wellbeing and education of communities in the authority's area, and

(ii) promote the highest standards of animal welfare,

(d) set out how the authority intends to ensure that, so far as reasonably practicable, the following payments are made no later than 30 days after the invoice (or similar claim) relating to the payment is presented—

(i) payments due by the authority to a contractor,

(ii) payments due by a contractor to a sub-contractor,

(iii) payments due by a sub-contractor to a sub-contractor,

(e) address such other matters as the Scottish Ministers may by order specify.

(6) The Scottish Ministers may by order modify subsection (4) so as to substitute for the figure specified there for the time being such other figure as they consider appropriate.

(7) In subsection (5)(b)(iii), a "living wage" means remuneration which is sufficient to ensure an acceptable standard of living.

## Appendix 3 – Community Benefits Outcomes

### Delivered during the period

Theme	Outcome	Number
Targeted Recruitment and Employment	New entrant- target priority group	5
	New entrant	1
	Apprenticeships	29
	Indirect New Entrant	2
	Graduates	5
Skills and Training	Work experience placements (16+ years of Age)	17
	Work experience placements (14-16 years of Age)	4
	Higher/ Further Education Visits	15
	School Visits	9
	Careers Events	10
	S/NVQ (or equivalent) for existing employee	4
	S/NVQ (or equivalent) for sub-contractor employee	21
	S/NVQ (or equivalent) for new entrants	1
Supply Chain Development	Supply Chain Briefing with SME's	1
	Meet the Buyer events	3
	Mentoring/ business support for a third sector organisation	1
	Business Mentoring for an SME	1
Community Engagement	Community engagement/support events	7
Project Search	Student Engagement Session overview	4
	Student Engagement Session recruitment	3
	Workplace Tour	3
	Recruitment Support	1
	Guaranteed Interviews	0

## Secured for Delivery during the period

Theme	Outcome	Number
Targeted Recruitment and Employment	New entrant- target priority group	7
	New entrant	9
	Apprenticeships	16
	Indirect New Entrant	0
	Graduates	9
Skills and Training	Work experience placements (16+ years of Age)	29
	Work experience placements (14-16 years of Age)	20
	School Mentoring or Enterprise Programme	1
	Higher/ Further Education Visits	33
	School Visits	42
	Careers Events	14
	S/NVQ (or equivalent) for sub-contractor employee	0
	S/NVQ (or equivalent) for an existing employee	1
	S/NVQ (or equivalent) for new entrants	1
Supply Chain Development	Supply Chain Briefing with SME's	8
	Meet the Buyer events	7
	Mentoring/ business support for a third sector organisation	5
	Business Mentoring for an SME	8
Community Engagement	Community engagement/support events	41
Project Search	Student Engagement Session overview	3
	Student Engagement Session recruitment	3
	Workplace Tour	2
	Recruitment Support	2
	10 week internship	1
	Guaranteed Interviews	1
	Work trials and Interviews	1
	Recruitment of a Project Search Student	1

Student Benefits	B2. Short Term Student Apprenticeship	10
	B.3 Work Experience Placement Graduate	4
	B4. Student Mentoring	20
	B4. Industry Awareness Days	5
	B5. Careers Event	5

## Appendix 4 – Future Regulated Procurements

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Labs and IT	MW Four Quadrant Bidirectional Converter	£1,200,000	31/03/2021
Labs and IT	MW Multiple Channel Bidirectional PSU	£525,000	31/03/2021
Labs and IT	Multiple Stressors Chamber	£400,000	31/03/2021
Labs and IT	MW High Speed Converter Controlled AC Dynamometer	£1,500,000	31/03/2021
Labs and IT	MW Low Speed Load Emulating Eddy Current Dynamometer	£200,000	31/03/2021
Labs and IT	MW ACDC Distribution Network	£90,000	31/03/2021
Labs and IT	Renewal of the Kinetic agreement for C&B and catering	£90,000	01/12/2020
Labs and IT	Timetabling software	£150,000	31/03/2021
Labs and IT	Renewal of Ex Libris	£600,000	01/09/2021
Labs and IT	RESuME storage & Data Analytics	to be confirmed	31/03/2021
Labs and IT	RESuME Discovery WP2	£300,000	31/03/2021
Labs and IT	AV mini-comp for the Learning & Teaching Building	£1,200,000	31/03/2021
Labs and IT	AV mini-comp for the Student Union	£400,000.00	31/03/2021
Labs and IT	HotSCOT	£20,000,000	to be confirmed
Labs and IT	Integrable power amplifier and multi-environment chamber for power systems and power electronics research	£1,000,000	31/03/2021
Labs and IT	Purchase of lab equipment for LiFi (EEE)	£750,000	01/01/2021
Labs and IT	File Storage	£1,500,000	31/03/2021
Labs and IT	Supply, Delivery, and Commissioning of XRF Equipment	£120,000	31/03/2021
Labs and IT	Supply, Delivery, and Commissioning of Aqueous Gel Permeation Chromatography System	£85,000	31/03/2021
Labs and IT	Provision of Thermal Equipment Suite	£57,000	31/03/2021

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Labs and IT	Supply, Delivery, and Commissioning of a 3D printer	£30,000	31/03/2021
Labs and IT	Provision of a Raman Microscope Attachment	£50,000	31/03/2021
Labs and IT	Supply, Delivery, and Commissioning of Mass Spectrometry Instrumentation	£455,000	31/03/2021
Labs and IT	Supply, Delivery, and Commissioning of Mass Spectrometry Instrumentation (2)	£750,000	31/03/2021
Labs and IT	Equipment for the isolation of active pharmaceutical ingredients (API) and intermediates in a laboratory environment	£500,000	31/03/2021
Labs and IT	Accommodation system for residences	to be confirmed	01/09/2021
Labs and IT	Supply, Delivery, and Commissioning of a Multiscale Metrology Suite	to be confirmed	31/03/2021
Labs and IT	Parking enforcement solution	to be confirmed	01/09/2021
Labs and IT	CX00208 Cryogenic Testing Lab	£600,000	31/03/2021
Labs and IT	CX00209 HTS Windings machine	£150,000	31/03/2021
Labs and IT	CX00040 Cold Thread Roller	£570,000	31/03/2021
Labs and IT	AFRC Insurance Services	to be confirmed	31/03/2021
Labs and IT	AM - BATS	£100,000	01/01/2021
Labs and IT	Supply and Delivery of Open Architecture Hybrid Cell	£1,500,000	31/03/2021
Labs and IT	Hot box - Cooling Plates & Strong Backs	£62,000	31/03/2021
Labs and IT	Hot box - Cooling System/Chiller	to be confirmed	31/03/2021
Labs and IT	Hot box - Gas System	£200,000	31/03/2021
Labs and IT	Preliminary Part Handler	to be confirmed	31/03/2021
Labs and IT	Casing & External Box Structure	£50,000	31/03/2021
Labs and IT	Seals	to be confirmed	31/03/2021
Labs and IT	Dies Fixing System	£50,000	31/03/2021

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Labs and IT	PAC - XRD	£1,000,000	01/01/2021
Labs and IT	Physics - SCAPA kHz Laser	£300,000	01/01/2021
Labs and IT	Replacement HR payroll system for the University	£4,100,000	01/05/2021
Labs and IT	Supply, Delivery and Commissioning of a Plate Reader	£50,000	01/01/2021
Labs and IT	Supply, Delivery, and Commissioning of a Ball Bonder	£50,000	01/01/2021
Labs and IT	Supply and Delivery of IN718	£100,000	01/01/2021
Labs and IT	Large scale RF ion beam deposition coating system	£1,200,000	01/01/2021
Labs and IT	NMIS Supervisor	£100,000	01/01/2021
Labs and IT	Supply and Delivery of IN100	£30,000	01/01/2021
Labs and IT	High Temperature Material for Isothermal Die Stack - OJEU	£600,000	01/01/2021
Labs and IT	One Ocean Hub. Technical development of the online Knowledge Translation Platform – an interactive online platform with e-learning capability. F	£220,000	01/01/2021
Labs and IT	Supply, delivery, and commissioning of a Metal Evaporator	£334,000	01/01/2021
Labs and IT	Supply, Delivery, and Commissioning of Mass Spectrometry Instrumentation (3)	£125,000	01/01/2021
Labs and IT	DHI Demonstration & Simulation Environment (DSE)	£900,000	01/01/2021
Labs and IT	Bio-Med Eng - Plasma Process Group (US)	£100,000	01/01/2021
Labs and IT	AM(Meld, remake facility for 2021)	£2,000,000	01/12/2021
Labs and IT	Future Forge	£2,000,000	01/12/2021
Labs and IT	Forging, forming, material	£1,400,000	01/12/2021
Labs and IT	Photonics (EPOC)	£400,000	01/12/2021
Labs and IT	Machining (DMG machining deferred)	£1,000,000	01/12/2021
Labs and IT	Electrification	£500,000	01/12/2021
Labs and IT	Resume	£2,500,000	01/12/2021



<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Labs and IT	Digital Factory (reconfigurable factory, autonomous lab, zero capital factory, RPL LMC - £600k)	£1,200,000	01/12/2021
Labs and IT	Cold rolling trials (likely multiple suppliers)	£104,500	01/12/2021
Labs and IT	Manufacture of gas system (likely single supplier)	£247,500	01/12/2021
Labs and IT	Tooling modifications based on finite element output (likely single supplier)	£82,500	01/12/2021
Labs and IT	Material Characterisation for manufacturing stages (likely single supplier)	£88,000	01/12/2021
Labs and IT	Consumables for forming trials (likely multiple suppliers)	£93,500	01/12/2021
Labs and IT	Radial forging trials (likely many suppliers)	£126,500	01/12/2021
Labs and IT	System for part loading and unloading system (likely single supplier)	£176,000	01/12/2021
Labs and IT	External consultancy, systems integration and CE marking (likely single supplier)	£385,000	01/12/2021
Professional Services	Intellectual Property Rights Services	£1,500,000	01/04/2021
Professional Services	Recruitment Services – Temporary Staff	£2,000,000	01/08/2021
Professional Services	Recruitment Services – Permanent Staff and Executive Recruitment	£300,000	01/02/2021
Professional Services	Courier, parcel and international mail services	£120,000	01/05/2020
Professional Services	Employee Counselling and associated services	£100,000	01/07/2020
Professional Services	On Site Occupational Health	£140,000	12/09/2021
Professional Services	Occupational Hygiene Services	£130,000	01/03/2020
Professional Services	Debt Collection Services	£75,000	01/04/2021
Professional Services	Translation Services	£100,000	to be confirmed
Professional Services	Business and Management Consultancy Services	£2,000,000	to be confirmed

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Professional Services	PR and Marketing Services	£500,000	01/08/2021
Professional Services	Advertising Services	£400,000	01/10/2020
Professional Services	Travel Management Services	£250,000	01/06/2020
Professional Services	Tax/ Financial Advice Services	£8,000,000	01/07/2020
Professional Services	Printing Services	£130,000	01/06/2020
Professional Services	Student Recruitment Services	£200,000	01/06/2020
Professional Services	Transcription Services	£50,000	01/03/2021
Professional Services	Executive Search	£50,000	01/11/2020
Professional Services	Flight Training Services	£170,000	01/11/2020
Professional Services	Creative Design Services	£400,000	01/12/2020
Professional Services	Telethon Services	£90,000	15/11/2020
Professional Services	Recruitment of temp Catering Staff	£150,000	01/03/2021
Professional Services	Financial Support Services - Dubai based	£60,000	01/11/2020
Professional Services	Recruitment Advertising Services (Job Boards)	£300,000	01/03/2021
Professional Services	International Student Recruitment Services	£3,000,000	01/08/2021
Professional Services	Research and Development Services - Malawi	to be confirmed	to be confirmed
Professional Services	Promotional Goods	To be confirmed	to be confirmed
Professional Services	Bus and Coach Services	£190,000	to be confirmed
Professional Services	Recruitment of Lay Members of Court	£80,000	01/12/2020

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Professional Services	IT Consultancy	£30,000	20/11/2020
Professional Services	Dubai - Staff Recruitment	£140,000	15/11/2020
Estates	Provision of a fully comprehensive maintenance service for a Building Management System (inclusive of hardware and software)	£3,000,000	30/11/2020
Estates	Fire Equipment Servicing and Maintenance	£50,000	01/12/2020
Estates	Solar Panel Installation	£850,000	01/12/2020
Estates	Provision of Sanitary Products	£120,000	01/12/2020
Estates	WEEE Waste	£50,000	01/12/2020
Estates	Confidential Waste	£50,000	01/12/2020
Estates	Lease of Electric Vehicles 2020-23	£50,000	01/12/2020
Estates	Lease of Plug-in Hybrid Electric Vehicle (PHEV) for the Department of Electronic & Electrical Engineering (EEE)	£50,000	01/12/2020
Estates	PNDC Feasibility Study	To be confirmed	01/12/2020
Estates	Feasibility Study- Infrastructure UoG/ UoS	To be confirmed	01/12/2020
Estates	Framework Agreement for Planned & Reactive Maintenance (PRMF)	£12,740,000	01/02/2021
Estates	Royal College Masterplan Phase 2B	£633,988	01/02/2021
Estates	John Anderson Works	£400,000	01/02/2021
Estates	Project to Replace AHU at the Royal College Building (Lecture Theatre R667)	£300,000	01/02/2021
Estates	Refurbishment of John Anderson 325 Lecture Theatre	£300,000	01/02/2021
Estates	Project for a Potable Water Upgrade at the Thomas Graham Building	£250,000	01/02/2021
Estates	Supply & Delivery of PPE & Work wear	£200,000	01/02/2021
Estates	Barony Works	£200,000	31/07/2021
Estates	Panama Lab Works	£180,000	31/07/2021
Estates	Pest Control	£68,000	31/07/2021

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Estates	HV Switchgear Maintenance	£45,000	01/02/2021
Estates	SBS Drum	£200,000	31/07/2021
Estates	Royal College Lecture Room R345 Refurbishment	£500,000	31/07/2021
Estates	PNDC Design Team	£500,000	01/03/2021
Estates	PNDC Construction	£2,000,000	01/03/2021
Estates	Graham Hills Roof	£1,000,000	01/03/2021
Estates	Murray Hall Roof Replacement	£1,500,000	01/03/2021
Estates	Construction of TIC East/ West	£100,000,000	01/03/2021
Estates	Purchase of Energy Trading Allowance (ETA)	£300,000	01/03/2021
Estates	Supply, Delivery & Installation of Furniture for the Learning & Teaching Building 2020	£300,000	01/03/2021
Estates	Starbucks Agreement 2020-23	£300,000	01/03/2021
Estates	Supply and Delivery of Fresh Fruit & Vegetables	£200,000	01/03/2021
Estates	Supply and Delivery of Butcher Meats	£200,000	01/03/2021
Estates	Lifts Maintenance Manager	£200,000	01/03/2021
Estates	Supply & Delivery of Tennent's Lager & Associated Products for Todd's Bar	£100,000	01/03/2021
Estates	Supply, Delivery & Installation of Catering Equipment for the Learning & Teaching Building 2020	£60,000	01/03/2021
Estates	Supply & Delivery of Confectionary	£50,000	01/03/2021
Estates	Access Control: Annual Maintenance	£50,000	01/03/2021
Estates	James Gould Shower Pod	£1,300,000	31/07/2021
Estates	Student Residences Masterplan Design Team	£1,500,000	31/07/2021
Estates	Framework Agreement for Construction Consultants	£20,000,000	31/07/2021
Estates	Framework Agreement for Minor Works	£20,000,000	31/07/2021
Estates	Framework for Environmental Consultancy	£5,000,000	31/07/2021
Estates	Fire Alarm Maintenance	£500,000	31/07/2021

<b>Commodity Area</b>	<b>Contract Title</b>	<b>Estimated Total Contract Value</b>	<b>Contract Start Date</b>
Estates	NMIS- NEC Supervisor	£75,000	31/07/2021
Estates	Student Residences Masterplan Main Contractor	£15,000,000	01/02/2022
Estates	Electrical White Goods and Domestic kitchen Equipment	£100,000	31/07/2021
Estates	Portable Appliance Testing	£50,000	31/03/2021
Estates	John Anderson Cavity Trays and Roof Repair	£180,000	31/03/2021
Estates	Royal College Fire Protection	£1,200,000	01/12/2021
Estates	Royal College Phase 3	£1,300,000	01/12/2021
Estates	Pure and Applied Chemistry Accommodation Upgrade	£4,000,000	01/12/2021
Estates	Curran Level 2 Works	£800,000	01/12/2021
Estates	Heart of Campus Project	£5,000,000	01/12/2021
Estates	Redevelopment of the Students Union	£2,000,000	01/12/2021
Estates	Accommodation for Quantum	£1,500,000	01/12/2021

The information provided above includes contracts that have options to extend during the period. At this stage the University is unable to confirm if these options shall be utilised therefore have included all potential contracts in the table for completeness.

The data provided is based on current position, values and durations are subject to change based on the formation of a contract strategy for each contract. Historical data indicates that the known volume of future contracts at this stage typically increases by over 30% each year.

As a research intensive institution, University staff will, during the period, be actively seeking opportunities of funding to support on-going and new areas of research therefore, it is envisaged that additional contracts shall be undertaken in the next reporting period to support this activity.

## Appendix 5 - Glossary

### **Commodity**

A group of similar goods and/or services

### **Community Benefits**

Community Benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social, economic and or environmental benefits.

### **Procurement**

The tasks and decisions, which secure an external provider to provide goods, works or services. Activity is focused from strategy stage prior to advertising a tender to signing the contract. It includes both competitive tenders and negotiations with a single provider.

### **Regulated Procurements**

Regulated Procurement refers to any Procurement above £50,000 for Supplies and Services or £2,000,000 for Works.

### **Small and Medium-sized Enterprises (SMEs)**

Enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro, and/or an annual balance sheet total not exceeding 43 million euro.

### **Stakeholder**

Any person or group who has a vested interest in the success of the procurement activity, i.e. either provides services to it, or receives services from it.

### **Supplier**

An entity that provides something needed such as a product or service.

### **Supported Business**

An organisation whose main aim is the social and professional integration of disabled or disadvantaged persons and at least 30 per cent of the employees of those businesses should be classed as disabled or disadvantaged.

### **Sustainable Procurement**

A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.

### **Third Sector**

The part of an economy or society comprising non-governmental and non-profitmaking organisations or associations Work Plan List of upcoming procurement activity including re-tenders, extensions, and new activity.

### **Quick Quote**

A non-regulated quotation process conducted by electronic means by inviting 3 or more suppliers to make a bid for goods, works or services.