

Procurement at REAch2 Academy Trust

This document has been produced to provide guidance for companies considering bidding for REAch2 Academy Trust contracts.

Latest contracting opportunities

We aim to use Public Sector Buying Organisation (PSBO) government frameworks in the first instance. However, if we procure outside of the PSBO options we also aim to advertise new contracting opportunities in the following places, where appropriate:

- [Find a Tender](#)

Forthcoming opportunities

We use a variety of means to notify suppliers of future opportunities, including:

- publishing on [Find a Tender](#)
- publishing opportunities to tender on In-Tend <https://www.in-tend.co.uk/>
- publishing opportunities to tender on our Website [Procurement Page](#)

In-Tend: the REAch2 etendering portal

In-Tend is an etendering system used by REAch2 Academy Trust. It is a password-protected online service.

As a potential supplier you should register with In-Tend so that you can:

- view opportunities to tender
- submit tender responses

For help with registration please use the support links on the In-Tend portal.

Procurement contact point team

Email: procure@reach2.org

Data handling and security

If you handle data, you must make sure that you comply with our departmental security procedures. There are different schedules you must follow based on the amount of data you manage:

- [REAch2 Data Protection Policy](#)
- [Data and IT Security Questionnaire](#)

Standard terms and conditions for REAch2 contracts

If you would like to know which terms and conditions apply when bidding for a particular REAch2 contract, please contact the person named in the invitation to quote or tender documentation.

Due to the complexity of many of our requirements, we compile contract terms and conditions on a case-by-case basis. However, we base most on the following standard terms and conditions:

- <https://www.gov.uk/government/publications/school-procurement-example-contracts>
- [Short form terms and conditions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/short-form-terms-and-conditions)

Purchase orders

Our purchase orders (documents that ask a company to supply goods and give details of price, method and date of payment) are subject to our terms and conditions.

UK procurement thresholds

We must follow UK laws that govern how we may buy goods, services and works over a specified value or 'threshold'.

The current thresholds are [published by the Cabinet Office](#).