



INFORMATION FOR SUPPLIERS

SBHA's Procurement Strategy is structured to ensure every requirement is best value for money. This is achieved in many ways which include market research, innovation, fair and equal treatment of bidders and suppliers ensuring a costs/quality balance to identify the most economically advantageous Tender responses.

Scottish Borders Housing Association are regulated by Internal Procurement Policies and Procedures as well as The Procurement Reform (Scotland) Act 2014 and the Public Contract (Scotland) Regulations 2015.

All SBHA Regulated contracts will be published on **Public Contracts Scotland (PCS) Portal** www.publiccontractsscotland.gov.uk above (threshold) i.e. £50,000 and above for goods/supplies and services and £2,000,000 (ex VAT) and above for Works.

To complement our in house Tradespeople, SBHA's Reactive repairs and maintenance suppliers are sought via the Scottish Borders Council's Repair and Maintenance Framework which cover our requirements for:

**Electrical, Energy Efficiency
Slater, Roofing, Builder, Stone Mason & Dyker
Roughcaster/Plasterer, Plumbing, Drainage, Gas/Oil Fitting & Heating
Scaffolder, Groundworks, Asphalt/Tarmac, Joiner, Locksmith, Fencing
Preservation, Windows, Glazier, Blacksmith, Metal Fabricators, Painter/Decorator
Flooring, Blinds, Alarms, Door Entry Systems, CCTV, Handy Person Services
Arboricultural Services, Stump Grinding
Network Cabling, Lift Maintenance**

SBHA have approved suppliers for the following which are not covered by the Framework:

Electrical Installations of ventilation systems and mould treatment works. Drain jetting/pressure washing, a specialist door manufacturer; Air conditioning & ventilation servicing (offices only); pest control & hygiene services. Loft insulation, cavity wall insulation. Contract Cleaning'; Road Cleaning/Works.

SBHA reserve the right to invite all Suppliers registered on PCS for tendering opportunities of any threshold, should the SBC Framework not be suitable for any reason.

Any organisation wishing to provide services to SBHA should register on PCS and set up system alerts which will let you know, via email, when any public sector organisation is advertising a tendering opportunity. Alternatively potential supplies can contract the various central purchasing bodies in the Public Sector to consider registering on their various frameworks too.

SBHA are also members of Central Purchasing Bodies such as Procurement for Housing (Scotland) PFH and Scottish Procurement Alliance (SPA), benefitting from their expertise and spending leverage. This can result in keener pricing due to the overall volume of public sector organisations using the framework.

As a matter of good practice, SBHA encourage our Key Contractors to utilise PCS to offer any sub-contracting opportunities within their Contracts with us to advertise its own sub-contracts on PCS. However, this is not intended to cut across supply chain arrangements that the prime contractor may already have in place.

How to Tender for the Provision of goods, services or works to SBHA:

All prospective suppliers should register on PCS - Free Registration is available straight from the home page. www.publiccontractsscotland.gov.uk

The site is very intuitive; and there are also user-friendly guides and videos to access and follow as listed below.

Suppliers

Suppliers

- [Postbox - Supplier User Guide](#)
- [Quick Quote - Supplier User Guide](#)
- [Supplier Finder - Supplier User Guide](#)
- [Supplier Guide for SPD](#)
- [PCS-PCS-T Registration Guide](#)
- [Supplier Guide - Alert Profile](#)

All questions regarding the site should be referred to the System Owners using the form accessible from the tab 'Contact Us' on the site.

SBHA have a strategic aim to engage as far as possible with local and regional suppliers, supporting the South of Scotland Regional Economy. Our approach to Community Wealth Building is embedded in our tendering processes via Community Benefits, Environmental and Sustainable assessments ensuring we protect our communities, their assets and their environment in the services and works we provide in homes, gardens and local community areas.

Useful Links:

Procurement for Housing – www.pfhscotland.co.uk

Scottish Procurement Alliance – www.scottishprocurement.scot

Scottish Borders Council – www.scotborders.gov.uk

Scottish Government Procurement – www.publiccontractsscotland.gov.uk

Link to SBHA publications including the procurement pipeline www.sbha.org.uk

Procurement Contact – enquiries@sbha.org.uk

APPROVAL OF SUB-CONTRACTORS PROCESS

