



Procurement Strategies and notifying Scottish Ministers

Purpose

1. This SPPN provides details of how a contracting authority should notify Scottish Ministers of the publication of its procurement strategy.

Action Required

2. All contracting authorities with an annual regulated procurement spend above or equal to £5 million must produce an organisational procurement strategy under section 15 of [the Procurement Reform \(Scotland\) Act 2014](#).

3. Contracting authorities are required to prepare and publish their first procurement strategies by 31 December 2016. The first procurement strategy must cover the remainder of the contracting authority's 2016/17 financial year and its full 2017/18 financial year¹.

4. Procurement strategies must be published and must be made publically available online. On publishing the strategy, a contracting authority must then notify Scottish Ministers² by sending an email to ProcurementStrategies@gov.scot with its strategy either attached or with a link to where the strategy can be accessed from.

5. For guidance on the content of the procurement strategy, please consult the relevant chapter of the Statutory Guidance which can be accessed [here](#). A strategy template is available from the Procurement Journey [here](#).

¹ Article 5 of the Procurement Reform (Scotland) Act 2014 (Commencement No 3 and Transitional Provisions) Order 2016

² Section 19 of the Procurement Reform (Scotland) Act 2014

Dissemination

6. Please bring this SPPN to the attention of all relevant staff, including those in Agencies, Non-Departmental Public Bodies and other sponsored public bodies within your area of responsibility.

Contact

7. If you have any questions about this SPPN, please contact us on ScottishProcurement@gov.scot

Scottish Procurement
The Scottish Government
5 Atlantic Quay
150 Broomielaw
Glasgow
G2 8LU