## **Procurement Information**

The code requires that local authorities must publish details of every invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000.

For each invitation, the following details must be published:

* Reference number
* Title
* Description of the goods and/or services sought
* Start, end and review dates
* Local authority department responsible

The code requires that local authorities must also publish details of any contract, commissioned activity, purchase order, framework agreement and any other legally enforceable agreement with a value that exceeds £5,000.

For each contract, the following details must be published:

* Reference number
* Title of agreement
* Local authority department responsible
* Description of the goods and/or services sought
* Supplier name and details
* Sum to be paid over the length of the contract or the estimated annual spending or budget for the contract
* Value Added Tax (VAT) that cannot be recovered
* Start, end and review dates
* Whether or not the contract was a result of an invitation to quote or a published invitation to tender
* Whether or not the supplier is a small or medium sized enterprise and/or a voluntary or community sector organisation and where it is, provide the relevant registration number

Sherfield Park Parish Council has not commissioned any works over £5,000 in 2021/22, 2022/23 and 2023/24