



Bury St Edmunds Town Council

79 Whiting Street, Bury St Edmunds, Suffolk IP33 1NX

☎ 01284 725111 ✉ towncouncilmail@burystedmunds-tc.gov.uk

🌐 www.burystedmunds-tc.gov.uk

Bury St Edmunds Town Council Purchasing Policy

Introduction.

Bury St Edmunds Town Council currently looks for best value for money when making purchases, but this does not include a consideration of whether or not the money will go back into the local economy.

The town centre economy, in common with most towns, is under pressure from internet shopping. Below details a clear local purchase policy.

Principles.

Bury St Edmunds Town Council will look for local suppliers when spending money.

If there is a supplier based within the boundaries of Bury St Edmunds they will be considered as the preferred supplier, if they can supply the items required in the necessary time frame and at an acceptable cost.

Where there is no local supplier, a supplier in the Bury St Edmunds hinterland will be the next preference.

Once a preferred local supplier has been identified, the price that they are charging will be compared to the prices available from more distant suppliers, including on the internet. The local supplier will be used if;

- Their price is within 50% of the cheapest price up to £10.
- Their price is within 20% of the cheapest price up to £50.
- Their price is within 10% of the cheapest price up to £100.
- Their price is within 5% of the cheapest price up to £2,000.
- For items over £2,000 the options will be put before full Council