



Compulsory Notice



Voluntary Notice



Compulsory in specified circumstances

Pre-procurement stage notices

PA = The Procurement Act 2023

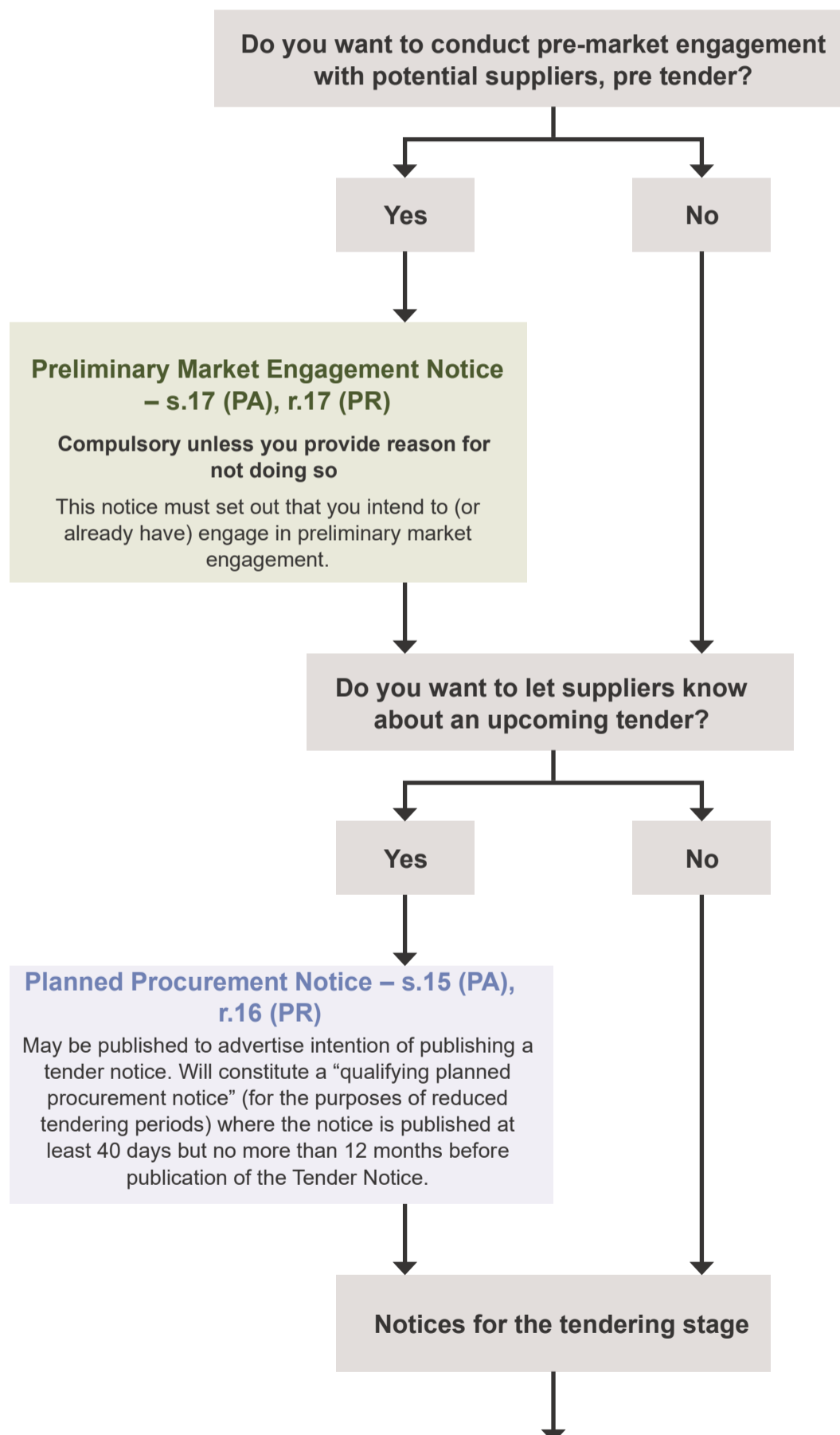
PR = The Procurement Regulations 2024

Pipeline Notice – s.93 (PA), r.15 (PR)

Compulsory where you consider that you will pay more than £100 million under relevant contracts in the coming financial year.

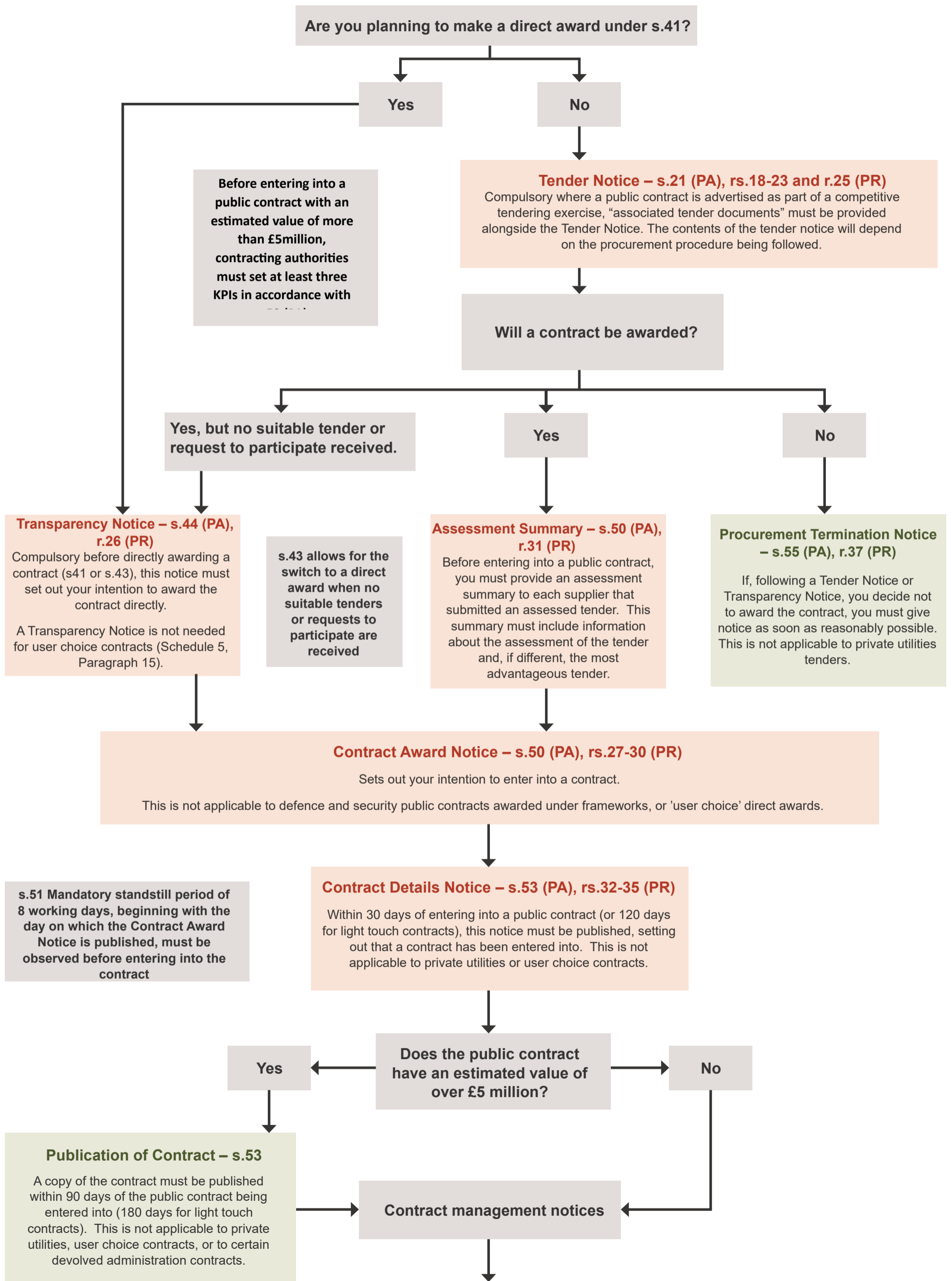
Within 56 days of the start of the new financial year, this notice must be published, setting out specified information about any public contract with an estimated value of more than £2 million, in respect of which you intend to publish a tender notice or transparency notice during the reporting period.

Not applicable to private utilities or a transferred Northern Ireland authority.



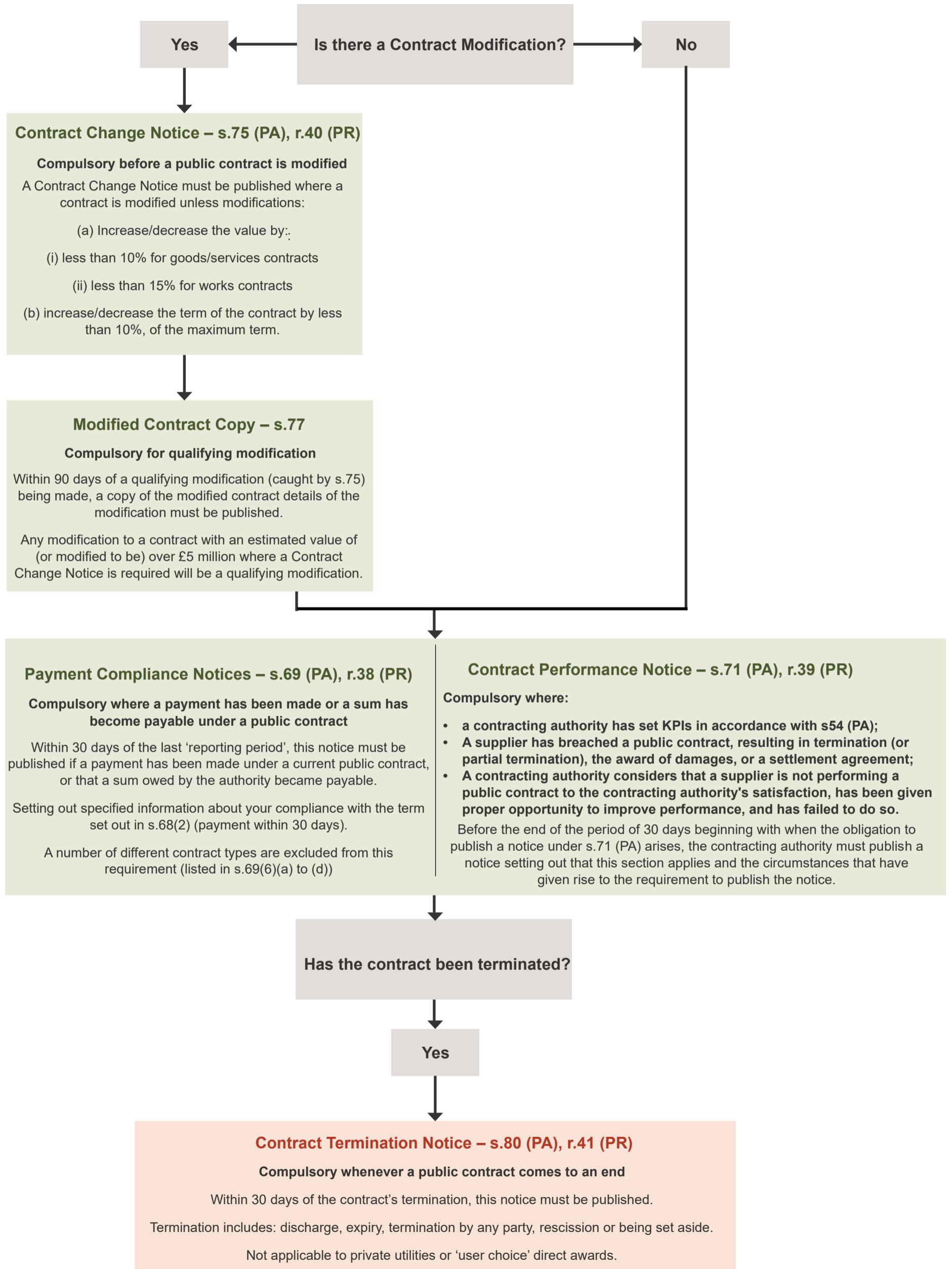
Notices for the tendering stage

■ Compulsory Notice
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Contract management notices



What notices must you publish under the new Act?

For “notifiable below-threshold contracts”

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Below-threshold Tender Notice – s.87(1) (PA), r.24 (PA)

This notice must be published before “advertising” to invite tenders for a “notifiable below-threshold contract”.

A below-threshold tender notice is not required where the opportunity is only advertised to particular or pre-selected suppliers.

A notifiable below-threshold contract is a regulated below threshold contract (see Schedule 1 of the Act⁵) with an estimated value of:

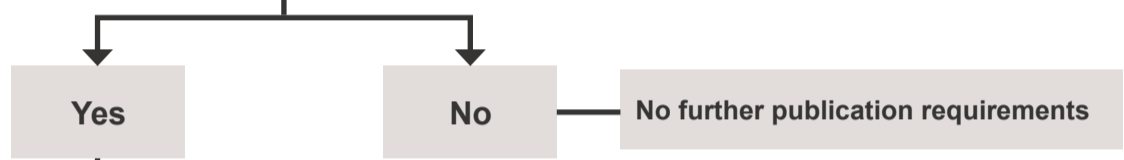
(a) £12,000 (for central government)
 b) £30,000 (for all other contracting authorities)

Below-threshold Contract Details Notice – s.87(3) (PA), r.36 (PR)

A Contract Details Notice must be published as soon as reasonably practicable after entering into a notifiable below-threshold contract.

Regulated below-threshold contracts do not require assessment summaries, procurement termination notices, contract termination notices or payments compliance notices.

Would a modification during the contract’s lifetime make it a “convertible” contract? (i.e. Does the value of the modified contract exceed the relevant threshold at Schedule 1?)



Contract Change Notice – s.75 (PA), r.40 (PR)

Compulsory where a convertible contract is modified

A Contract Change Notice must be published where a contract becomes a convertible contract unless modifications:

- (a) increase/decrease the value by
 - (i) more than 10% for goods/services contracts
 - (ii) more than 15% for works contracts
- b) increase/decrease the term of the contract by more than 10% of the maximum term.

Modified Contract Copy – s.77

Compulsory for qualifying modification

Within 90 days of a qualifying modification (caught by s.75) being made, a copy of the modified contract, or details of the modification must be published.

Any modification to a contract with an estimated value of (or modified to be) over £5 million where a Contract Change Notice is required will be a qualifying modification.

The following notices will also apply to convertible contracts

Payments Compliance Notices – s.69 (PA), r.38 (PR)

Compulsory when payment conditions are met

Within 30 days of the last ‘reporting period’, this notice must be published if a payment has been made under a current public contract, or that a sum owed by the authority became payable.

Setting out specified information about your compliance with the term set out in s.68(2) (payment within 30 days), and any other specified information.

A number of different contract types are excluded from this requirement(listed in s.69(6)(a) to (d)).

Has the contract been terminated?

Contract Termination Notice – s.80 (PA), r.41 (PR)

Compulsory whenever a convertible contract comes to an end

Within 30 days of the contract’s termination, this notice must be published.

Termination includes: discharge, expiry, termination by any party, rescission or being set aside.

Not applicable to private utilities or ‘user choice’ direct awards.