# Request 6728 – Finance, procurement

LEVEL PROCESS  
  
< £4,999.99 (inc VAT) Informal Quotations  
£5,000 - £14,999 (inc VAT) 3 Formal Written Quotations  
  
>£14,999 (inc VAT) Formal Tender via the Procurement office / DPS / Framework  
  
Please could you also tell me how you advertise and procure your procurement, e.g. Contracts Finder and In-Tend.

## Response

our levels are as follows:  
0-5k - 1 quote  
5k to 25k - 3 quotes  
25k+ tenders following advertisement on contract finder  
189/4.7m tenders, advertised on the Official journal of the European Union and contract finder