Procurement Policy

Ripon BID will consider the following for all tenders:

1. The tender will be sent to at least three suppliers.
2. Your business reference and experience of similar type of work. Wherever possible, contact will be made with other previous customers to ascertain if said supplier has been used and degree of satisfaction.
3. As a general matter, except as otherwise noted in these procedures, the BID will select the lowest responsible tender and/or proposal unless quality or other significant programmatic imperatives provide compelling reasons that another bid and/or proposal would be more advantageous to and better serve the BID needs. In addition to lowest price, the BID may consider other factors including, but not limited to: appropriateness of service or material; timely availability; background or reference checks and source of service or material.
4. For all procurements, the BID will endeavour to solicit bids and/or proposals from suppliers located in Ripon city region, if that is not possible ideally the supplier will be Yorkshire based and where that is not possible UK based.
5. Unless there is a material change to pricing, tenders will be reevaluated every three years.
6. Services/materials of £5,000 or less will not be subject to the tendering process but point no.4 will be adhered to. Services/materials between £500-£5,000 are subject to Executive Board approval with services/materials above this level subject to full Board approval.

Ripon BID follows the BID Foundation Industry Standards.

May 2025