PROCUREMENT REPORT

1 AUGUST 2025 - 31 JULY 2026

Approved by Audit and Risk Committee October 2026

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Executive Summary

As required by the Procurement Reform (Scotland) Act 2014 (PRA), all public sector bodies with an estimated annual regulated[1] spend of £5 million or more, must prepare and implement an annual procurement strategy. In parallel with this requirement, all organisations (including HE and FE institutions) are required to publish an Annual Procurement Report which summarises procurement activities carried out during the same period.

This report covers the period from 1 August 2025 to 31 July 2026. This report summarises the activities that have been carried out in delivering Glasgow Caledonian University's organisational Procurement Strategy in this period. We are required to review our Procurement Strategy on an annual basis, prior to the commencement of our financial year, to ensure that it remains fit for purpose. We published an update to our Procurement Strategy in May 2025 and this Annual Report reports progress against the refreshed Strategy, covering the period 1 August 2025 – 31 July 2026.

The University has analysed third party expenditure (excluding vat) and has identified that over the period covered by this report the following contract values were placed:

- Regulated procurements[2] amounted to £15.25m. There were 14 such procurements completed.
- Lower value regulated procurements'[3] amounted to £1.33m. There were 15 such procurements completed.
- In addition, 37 below regulated[4] procurements were completed amounting to £0.89m.

Glasgow Caledonian University has approximately 1,250 active suppliers with whom the University did business with in the reporting period. Total non-salary expenditure in 25/26 was £41.67m (24/25 - £48.1m).

Where possible, the University has been optimising use of national, sectoral, local or regional C1 collaborative contracts and frameworks. In 24/25, 44%[5] (23/24 - 58%) of the University non-salary expenditure went through collaborative agreements.

This report comprises six sections, the first five cover mandatory reporting with the sixth discretionary.

- Section 1: Summary of Regulated Procurements Completed
- Section 2: Review of Regulated Procurement Compliance
- Section 3: Community Benefit Summary
- Section 4: Supported Businesses Summary
- Section 5: Future Regulated Procurements Summary
- Section 6: Other Content for Consideration

[1] 'Regulated' procurements are those with an estimated value equal to or greater than £50k (≥ £12,500 per annum over a four-year contract period excluding VAT) for goods & services (or £2,000,000 excluding VAT for a public works contract).
[2] Public contracts thresholds are revised every 2 years. These thresholds changed on 01/01/2026 to £207,720 and £5,193,000 including vat.
[3] Lower value regulated procurements are those above £50,000 or £2,000,000 but less than GPA thresholds
[4] Below regulated procurements are those below £50,000 or £2,000,000
[5] This figure is based on 2024/25 data as 2025/26 is still to be reviewed.

Section 1: Summary of Regulated Procurements Completed

Glasgow Caledonian University strongly believes in conducting its procurements in an open and inclusive manner with procurement objectives aligned to the University's Strategic Plan.

The detailed summary of regulated procurements completed is set out in Appendix 1. That information, coupled with the publication of the institutional Contracts Register and the systematic use of Public Contracts Scotland and Quick Quotes, provides complete visibility of the University's procurement activity over the reporting period.

In Annex A, information is set out to show both lower value and GPA regulated procurements completed. In the interest of transparency, we have included below regulated procurements where a formal mini competition or quotation was carried out through the Procurement Section.

It distinguishes use of collaborative frameworks from contracts led by the University. For each completed regulated procurement the information provided shows:

- the date of award
- the start dates
- the category subject matter
- the name of the supplier
- estimated value of the contract – total over contract period
- collaborative or institution owned
- the end date provided for in the contract or a description of the circumstances in which the contract will end
- SME / supported business

Section 2: Review of Regulated Procurement Compliance

Where appropriate, Glasgow Caledonian University has made use of collaborative contracts to deliver improved contract terms, supported contract and supplier management, sustainable procurement outcomes and value for money (being the best balance of cost, quality and sustainability).

In making its regulated procurements, every care has been taken to ensure that the University awards the business to suppliers who are capable, reliable and who can demonstrate that they meet high ethical standards and values in the conduct of their business. Following notification of award, suppliers are provided with an opportunity to obtain further information relating to their tender submission. In 25/26, no formal challenges were received from unsuccessful suppliers.

In the period covered by this report the University has conducted regulated procurements in compliance with EU Treaty Principles of equal treatment, non-discrimination, transparency, proportionality and mutual recognition and the GPA rules that all suppliers should continue to be treated equally and fairly through open competition.

There were 9 contracts in Appendix 1 which did not comply. These were for Library and Professional Services subscriptions, Estates Goods and IT Goods/Services.

Successful delivery against the procurement strategy objectives is part of an action plan that seeks incremental improvements to process and outcomes over time. The action plan is based on the University's assessment against the Scottish Government Procurement and Commercial Improvement Programme (PCIP).

The PCIP is a useful tool through which the University is assessed on and which can provide valuable benchmarks by which necessary improvements might be identified, consulted over and implemented. A summary of the action plan is attached at Appendix 3.

The University's most recent PCIP assessment was conducted in November 2023. The assessment demonstrated the University's strengthened activities with a score of 86% (previous score 72%). The feedback from the evaluators stated – 'The university has continued to strengthen its procurement performance in the 4 years since the last PCIP. Procurement has greater control and influence over spend, and is engaged with key stakeholders within the university. This level of engagement is indicative of procurement being well embedded within the university at a strategic level. There have been improvements across the range of the areas covered by the PCIP – this is reflected in improved scores related to representation, people and skills, tendering, and contract and supplier management.'

Section 3: Community Benefit Summary

For every procurement over £4m, Glasgow Caledonian University will consider how it can improve the economic social or environmental wellbeing of its area through inclusion of community benefit clauses, to assist with achieving sustainability in contracts activity, including targeted recruitment and training, small business and social enterprise development and community engagement.

During the reporting period, the University entered into a contract with BaxterStorey Ltd for the provision of Campus Catering Services. The contract is set to deliver a range of benefits including but not limited to student internships and working with the University Entrepreneurial Hub to deliver guest lectures and industry insights.

BaxterStorey holds the Soil Association's Food for Life Silver Award and have supported the University in achieving its 3-star Fairtrade Award—one of only two universities in the country to hold this distinction. They have also increased Fairtrade products to 21% of all sales, demonstrating a continued commitment to responsible and sustainable sourcing.

Section 4: Supported Business

For all regulated procurements, Glasgow Caledonian University considers whether the service provision could be fulfilled by a Supported Business, whilst remaining compliant with legislation and ensuring value for money for the University.

The University did not reserve any contracts for supported businesses in this period, however, 3 supported businesses have contracts in place with a value of £22.3k in 2025/26. The University supported 80 Social Enterprises and Charities with a number of contracts and engagements with a value of £1.35m. The supported business and social enterprises included Giraffe Healthcare CIC, Lochranza Centre CIC, Mental Health Charter CIC, St Andrews First Aid, St Paul's Youth Forum, SUP Publishing CIC, The Melting Pot, CCL North Ltd, City Building (Glasgow) LLP – RSBI and Hey Girls.

Section 5: Future Regulated Procurements

Glasgow Caledonian University is keen to encourage competition by promoting optimal participation in its procurement process and achieve better value for money in its procurements. One method of achieving this is to give notice to suppliers of tendering opportunities that are expected to commence over the next two financial years after the period covered by this report.

In preparing this forward projection of anticipated regulated procurements, it is difficult to be precise about providing details of actual requirements. Over a forecast period of two years it is probable that circumstances and priorities will change so the list of projected regulated procurement exercises outlined in Appendix 2 should be viewed with this caveat in mind.

The information provided in Appendix 2 covers:

- the subject matter of the anticipated regulated procurement
- whether it is a new, extended or re-let procurement
- the expected contract notice publication date
- expected award date
- expected start and end date
- the estimated value of the contract.
- contract category A, B, C or C1

Section 6: Other Content for Consideration

Collaborative Procurement

During the reporting period, the University worked in partnership with APUC (Advanced Procurement for Universities and Colleges) Ltd, the procurement Centre of Expertise for Higher and Further Education in Scotland.

The Procurement team also attend Category Peer Groups where we exchange best practice and look for collaborative opportunities where possible.

Procurement Reorganisation

An overview of current staff provision is provided below.

Current Structure

Head of Procurement (1FTE)
Advanced Procurement Manager &
Deputy Head of Procurement (1 FTE)
Procurement Manager Advanced (1FTE) – vacant position
Procurement Manager Operational (1FTE)
Procurement Manager Development (1 FTE)

Appendix 1. List of Regulated Procurements Completed and commenced in the Reporting Period 1 August 2025 – 31 July 2026 - Compliant Regulated Contracts

Date of Award	Contract Start Date	Agreement Title	Suppliers	Contract Value	Category	Final Date	SME Status	Supported Business
18/07/2025	01/10/2025	Campus Catering Services	Baxterstorey Ltd	£9,333,821.70	Call-off from Framework	31/08/2028	Large	No
06/08/2025	01/09/2025	In Country Presence in South Asia	QS Quacquarelli Symonds Ltd	£246,647.60	C	31/08/2028	Medium	No
06/08/2025	01/09/2025	In Country Presence in Nigeria	Illume Student Advisory Services	£385,000.00	C	31/08/2028	Medium	No
06/08/2025	01/09/2025	In Country Presence in South East Asia	Illume Student Advisory Services	£263,000.00	C	31/08/2028	Medium	No
19/09/2025	01/02/2026	Provision of External Audit Services	AAB Audit & Accountancy Ltd	£491,814.00	Call-off from Framework	31/01/2029	Medium	No
25/09/2025	29/09/2025	Fire Strategies Refresh for GCU Glasgow and GCU London Buildings	AtkinsRealis UK Ltd	£65,543.00	Call-off from Framework	28/09/2026	Large	No
22/10/2025	01/11/2025	Provision of Legal Services	Anderson Strathern	£442,000.00	Call-off from Framework	31/10/2028	Medium	No

24/11/2025	06/11/2025	Squiz Digital Experience Platform (DXP) Renewal	Softcat Plc	£343,575.79	Call-off from Framework	05/11/2028	Large	No
01/12/2025	01/12/2025	Research Project Costing Software	BlackDackel GmbH	£105,982.00	Call-off from Framework	30/11/2028	Micro	No
10/12/2025	13/11/2025	Tribal SITS Higher Education Full Service Solution (HEFS)	Tribal Education Ltd	£2,178,160.00	Call-off from Framework	12/11/2030	Large	No
11/12/2025	05/01/2026	Student Accommodation Management System	Kinetic Solutions Ltd	£314,745.00	Call-off from Framework	04/01/2031	Medium	No
12/12/2025	16/12/2025	Asset Management Enabling Works - Phase 3	Brown & Wallace	£68,930.00	Call-off from Framework	15/03/2026	Small	No
19/12/2025	01/01/2026	Supply of software and hosting of the PURE current research information management system	Elsevier B.V	£141,845.04	Call-off from Framework	31/12/2028	Large	No
22/12/2025	23/12/2025	Storage Area Network (SAN) and Additional Storage Replacement	Dell Corporation Ltd	£317,225.60	Call-off from Framework	22/12/2030	Large	No
22/12/2025	31/03/2026	Provision, Maintenance & Support of Print Management Software & Multifunction Devices	Konica Minolta Business Solutions (UK) Ltd	£354,640.00	Call-off from Framework	30/03/2030	Large	No

23/01/2026	31/01/2026	Managed Endpoint Detection and Response Services & Incident Response	NCC Group	£70,167.00	Call-off from Framework	30/05/2027	Medium	No
30/01/2026	30/01/2026	Sir Alex Ferguson Library Lift Replacement	ADL Lift Services Ltd	£99,494.00	Call-off from Framework	29/08/2027	Small	No
16/03/2026	17/03/2026	Local and Network Cabinet UPS Provision	Insight Direct (UK) Ltd	£72,219.96	Call-off from Framework	16/05/2026	Large	No
13/04/2026	15/04/2026	Provision of Refurbished Laptops	Insight Direct (UK) Ltd	£210,416.67	Call-off from Framework	14/07/2026	Large	No
16/04/2026	01/05/2026	Server Upgrades for School of Science and Engineering	Lenovo Global Technology Ltd	£187,005.00	Call-off from Framework	31/10/2026	Large	No
20/04/2026	20/04/2026	Vehicle Lease – Campus Van	Arnold Clark Finance Ltd	£62,878.20	Call-off from Framework	19/04/2032	Large	No
20/04/2026	29/04/2027	Timetabling Software Renewal	Academia Ltd	£72,212.62	Call-off from Framework	30/04/2027	Medium	No
06/05/2026	01/07/2026	Student Attendance Management Software Renewal	Softcat Plc	£56,940.00	Call-off from Framework	30/06/2027	Large	No

18/05/2026	21/05/2026	Commvault Backup Recovery and Air Gap Protect Renewal	Proact IT UK Ltd	£68,125.50	Call-off from Framework	20/05/2027	Medium	No
03/06/2026	30/06/2026	ITSM Licensing Renewal	Mozaic Services Ltd	£120,394.92	Call-off from Framework	29/06/2027	Medium	No
16/06/2026	01/07/2026	Network Support Renewal	Insight Direct (UK) Ltd	£150,516.76	Call-off from Framework	30/06/2027	Large	No
25/06/2026	22/06/2026	Zscaler Licensing and Support	Computacenter (UK) Ltd	£182,641.45	Call-off from Framework	21/06/2029	Large	No
01/04/2026	01/04/2026	Student Support and Case Management Solution Licensing	Computacenter (UK) Ltd	£88,421.05	Call-off from Framework	31/03/2029	Large	No
28/07/2026	31/07/2026	Cloud to Cloud Backup Solution	Academia Ltd	£89,837.75	Call-off from Framework	30/07/2029	Medium	No

GPA Threshold procurements: £15,250,692.81 (14 contracts)
Below GPA Thresholds procurements: £1,333,507.80 (15 contracts)

Non-Compliant Regulated Contracts

	Date of Award	Contract Start Date	Agreement Title	Supplier(s)	Contract Value	Category	Final Date	SME Status	Supported Business
1.	13/01/2026	13/01/2026	Corporate Planner Software	Account-Ability Ltd	£53,920.00	C	31/03/2030	Small	No
2.	01/08/2025	01/08/2025	Multi Year Subscription to Suite of Academic Databases - ProQuest/Clarivate	Clarivate (FKA Proquest LLC)	£357,301.98	C	31/07/2028	Large	No
3.	14/12/2025	14/12/2025	Annual Subscription to the online database Lexis Library	Lexis Nexis	£144,557.10	C	13/12/2028	Small	No
4.	29/12/2025	31/12/2025	Multi-Year Subscription to School of Health and Life Sciences online resources	Wolters Kluwer	£70,949.00	C	30/12/2028	Large	No
5.	02/12/2025	02/12/2025	Scaffolding Purchase for the Govan Mbeki Building	AS Scaffolding	£227,845.00	C	01/12/2027	Small	No
6.	10/02/2026	10/02/2026	Emergency Lighting	Hostwave	£152,338.01	C	09/06/2026	Small	No
7.	20/02/2026	20/02/2026	Decommission and replacement of two UPSs in CEE Data Centre	Schneider Electric	£53,873.99	C	19/02/2027	Large	No
8.	30/05/2026	01/06/2026	ELM AI Platform	University of Edinburgh	£72,500.00	C	31/08/2027	Large	No
9.	12/06/2026	16/06/2026	QS Stars Subscription including audit and licence	QS Quacquarelli Symonds Ltd	£91,200.00	C	15/06/2031	Large	No

Non-compliant regulated contract value - £1,224,485.08 (9 contracts)

Justification to award without competition:

1. Direct award for Corporate Planner Software, not available via any framework agreements. Working with supplier to find alternative route.

2,3,4. Direct awards for Library subscriptions, sole suppliers not available via any framework agreements. Ongoing requirements will be shared with Centre of Excellence for future frameworks.

5. Scaffolding was procured under emergency powers to enable a rapid response following a window failure incident.

6. Direct award for Emergency Lighting to ensure compliance and safe evacuation. This system is consistent with existing buildings on campus. Hostwave are the sole UK supplier for Beghelli lighting and are not available via any framework agreements.

7. Direct award for decommission and replacement of two UPSs, sole supplier not available via any framework agreements.

8. Direct award for ELM AI Platform. The service offering is unique within the marketplace as a fully managed, higher education specific generative AI platform. Working with supplier to find alternative route for any future renewals.

9. Direct award for QS Stars Subscription including audit and licence. This is a unique, externally validated rating system aligned to global QS methodologies and platforms, with no direct competitors offering the same recognised accreditation. The service includes proprietary audit, scoring system, and branding rights, which cannot be sourced competitively.

Appendix 2. List of Regulated Procurements planned to commence in next two financial years – 2026/2027 and 2027/2028

Category Subject Matter	Recurrent	Forecasted Notice Publication Date	Forecast Contract Award Date	Forecast Start Date	End Date	Estimated Contract Value	Owner: Cat A/B/C or C1
Govan Mbeki External Envelope Refurbishment Main Contractor	New	N/A Mini Comp – Framework	11/01/2027	01/02/2027	31/01/2030	£10,000,000.00	B
Campus Wide Minor Works	Relet	05/01/2028	03/07/2028	01/10/2028	30/09/2032	£4,500,000.00	C
Campus Network Replacement	Relet	N/A Mini Comp – Framework	01/02/2027	01/03/2027	28/02/2030	£3,960,000.00	B
ePCS - Electronic Purchasing Card Solution	Relet	N/A - Framework	01/05/2027	01/10/2027	30/09/2030	£3,000,000.00	B
Provision of Occupational Health Services for Students	Relet	N/A Mini Comp - Framework	01/03/2027	01/06/2027	31/05/2030	£2,600,000.00	B
Campaign Planning & Delivery, Strategic Student Recruitment & Creative Agency	Relet	09/01/2026	25/06/2026	01/08/2026	31/07/2031	£2,000,000.00	C

Supply and Maintenance of Campus Fire Doors	New	N/A - Framework	02/11/2026	07/12/2026	06/12/2029	£1,000,000.00	B
Caledonian Court Fire Alarm System Refresh	New	N/A - Framework	01/03/2027	07/06/2027	06/09/2027	£1,000,000.00	B
Oracle EBS Solution Support Services	Relet	N/A Mini Comp – Framework	01/10/2026	25/11/2026	24/11/2029	£1,000,000.00	B
Managed Detection and Response (MDR) Security Operations Centre (SOC) and Security Incident & Event Management (SIEM) Solution	Relet	N/A – Framework	30/09/2027	07/11/2027	06/11/2030	£864,168.00	B
Conversion Support Services for Student Recruitment	Relet	05/10/2026	18/12/2026	01/02/2027	31/01/2031	£800,000.00	C
Virtual Learning Environment (VLE) – supply of	Relet	N/A – Framework	03/06/2028	01/07/2028	30/06/2032	£701,000.00	B
Internal Audit Services	Relet	N/A Mini Comp – Framework	28/04/2028	01/08/2028	31/07/2031	£600,000.00	B
Microsoft EES Licences	Relet	N/A Mini Comp – Framework	05/08/2026	01/10/2026	30/09/2029	£1,312,806.48	B
Plumbing, Drainage & Heating Services	New	N/A – Framework	01/12/2026	01/03/2027	28/02/2030	£500,000.00	C

Fire Alarm and Gas Suppression Maintenance	Relet	01/04/2027	01/10/2027	01/03/2028	29/02/2032	£500,000.00	C
Lift Refurbishment Phase 1 – George Moore and Sir Alex Ferguson Library	New	N/A Mini Comp – Framework	02/11/2026	09/11/2026	08/11/2028	£500,000.00	B
Provision of Tax Services	Relet	N/A Mini Comp - Framework	01/05/2027	01/07/2027	30/06/2030	£500,000.00	B
Graduation Photography Services	Relet	N/A Mini Comp - Framework	01/10/2026	01/03/2027	28/02/2030	£510,000.00	B
Air Conditioning, Cooling and Plant Maintenance	Relet	01/12/2025	31/08/2026	01/11/2026	31/10/2029	£400,000.00	C
Replacement of HUB Chillers within the CEE Building	New	N/A – Mini Comp – Framework	07/12/2026	04/01/2027	03/07/2027	£460,000.00	B
Air Conditioning-Cooling Plant Maintenance and Repair	Relet	01/04/2026	01/10/2026	01/11/2026	31/10/2029	£400,000.00	C
Electrical Testing Services PAT & FWT	Relet	N/A – Framework	29/02/2028	31/05/2028	30/05/2031	£400,000.00	B
Provision of Cleaning and Janitorial Products	Relet	N/A – Framework	06/11/2027	23/01/2028	22/01/2031	£360,000.00	B
IT Service Management Solution	Relet	N/A - Framework	01/05/2027	30/06/2027	29/06/2030	£360,000.00	B

Occupational Health Services for Staff and EAP	Relet	N/A – Mini Comp – Framework	01/03/2028	01/06/2028	31/05/2031	£312,000.00	B
Library Management System and Reading List Management System	Relet	N/A - Framework	01/04/2027	28/08/2027	27/08/2030	£312,000.00	B
Moving and Handling Education to Pre-Registration and Return to Practice Nursing Students in the Department of Nursing and Community Health within the School of Health and Life Sciences	Relet	01/11/2027	23/05/2028	01/09/2028	31/08/2031	£305,000.00	C
Mansafe Lines & Eyebolts Planned and Reactive Maintenance	New	N/A - Framework	26/10/2026	02/11/2026	01/11/2029	£250,000.00	B
Boiler Maintenance & Heating Services	Relet	N/A - Framework	07/02/2028	01/06/2028	31/05/2031	£250,000.00	B
General Campus Maintenance	New	01/11/2026	01/03/2027	01/06/2027	31/05/2030	£250,000.00	C
In Country Presence – Kenya	New	14/05/2026	01/10/2026	01/10/2026	30/09/2028	£236,941.00	C

Air Handling Unit Cleaning & Filter Changing	Relet	N/A Mini Comp - Framework	12/10/2026	21/01/2027	20/01/2031	£220,000.00	B
Gym Equipment Rental For The ARC	Relet	N/A – Framework	07/09/2026	07/11/2026	06/11/2027	£200,000.00	B
Supply and Maintenance of Campus Entrance Mats	Relet	N/A - Framework	01/10/2026	05/11/2026	04/11/2029	£200,000.00	B
IPT Software and Support	Relet	N/A - Framework	27/01/2027	27/03/2027	26/03/2030	£286,000.00	B
Water Quality Management – Water Treatment Services	Relet	N/A Mini Comp - Framework	01/03/2027	01/10/2027	30/09/2030	£200,000.00	B
Water Quality Management – Risk Assessment Services	Relet	N/A Mini Comp - Framework	01/03/2027	01/10/2027	30/09/2030	£200,000.00	B
Supply of Corporate Wear, Workwear & PPE	Relet	N/A – Framework	06/03/2028	14/08/2028	13/08/2031	£150,000.00	B
Safety, Security and Emergency Management Solution	Relet	N/A – Framework	01/02/2028	01/05/2028	30/04/2031	£150,000.00	B
Govan Mbeki External Envelope Refurbishment Project Manager	New	N/A – Framework	19/10/2026	02/11/2026	01/05/2029	£140,000.00	B

Manual Handling Education to AHP Students in School of Health Life Sciences	Relet	04/02/2027	04/08/2027	01/09/2027	31/08/2030	£107,000.00	C
Lift Change over Switches & Additional Distribution Boards	New	N/A – Framework	05/10/2026	12/10/2026	11/07/2027	£100,000.00	B
University Design Standards	New	N/A – Framework	02/11/2026	01/12/2026	30/11/2027	£100,000.00	B
Global Mobility Services	Relet	N/A - Framework	03/07/2027	01/08/2027	31/07/2030	£80,000.00	B
High Voltage (HV) Maintenance	Relet	N/A - Framework	01/12/2027	06/02/2028	05/02/2031	£60,600.00	B
CareerHub Hosting and Subscription	Relet	N/A - Framework	01/04/2027	29/08/2027	28/08/2030	£69,000.00	B
Student Attendance Management Solution - Annual Subscription	Relet	N/A - Framework	01/05/2027	01/07/2027	30/06/2028	£55,000.00	B
Student Placement Software	Relet	N/A - Framework	01/01/2028	01/06/2028	31/05/2031	£60,000.00	B
Govan Mbeki External Envelope Refurbishment Structural Engineer	New	N/A – Framework	19/10/2026	02/11/2026	01/05/2029	£50,000.00	B
Campus Fire Risk Assessments	New	N/A – Framework	12/10/2026	02/11/2026	01/11/2029	£50,000.00	B

Govan Mbeki External Envelope Refurbishment Architect	New	N/A – Framework	19/10/2026	02/11/2026	01/05/2029	£50,000.00	B
Govan Mbeki External Envelope Refurbishment M&E Designer	New	N/A – Framework	19/10/2026	02/11/2026	01/05/2029	£50,000.00	B
Govan Mbeki External Envelope Refurbishment Clerk of Works	New	N/A – Framework	19/10/2026	02/11/2026	01/05/2029	£50,000.00	B
Caledonian Court Refurbishment Tranche 5 Architect	New	N/A – Framework	12/10/2026	19/10/2026	18/09/2027	£50,000.00	B
Caledonian Court Refurbishment Tranche 5 Cost Consultant	New	N/A – Framework	12/10/2026	19/10/2026	18/09/2027	£50,000.00	B
Caledonian Court Refurbishment Tranche 5 Project Manager	New	N/A – Framework	12/10/2026	19/10/2026	18/09/2027	£50,000.00	B
Computer Assisted Facilities Management System (CAFM)	Relet	N/A – Framework	01/09/2027	13/01/2028	12/01/2031	£50,000.00	B

All dates and values are indicative and subject to change.

Appendix 3. Key Strategic Objectives, Measurements and Commentary

Objective	Annual Key Measurements	Commentary
To sustain and further develop partnerships within the sector, with other publicly funded bodies, with professional bodies and appropriately with supply markets that will yield intelligence, innovation and deliver value to users of procurement services.	Total value of expenditure across University % expenditure through collaborative agreements	£41,666,049.77 44% (24/25 latest)
To work with internal academic budget holders, professional support service colleagues and suppliers to deliver innovation and best value to the learning, research and service support communities through the development of an effective and co-ordinated purchasing effort within the Institution.	Number of stakeholders that Procurement identifies as being key in terms of value of expenditure or value of risk Total expenditure for these key stakeholder areas Number and frequency of communications with key stakeholders Output summary from annual stakeholder and supplier feedback Training gap analysis outcome via monthly procurement awareness sessions	• Named Procurement Manager for each School and Department • Estates £14.04m • Information Services £7.45m • Quarterly Updates shared UK wide Market Insights and Tariff impacts • Weekly updates from Procurement Centres of Expertise shared where relevant • Monthly Stakeholder meetings held to discuss procurement activity

	Online training availability No of promotional activities and engagement with Schools and Professional Support Depts.	• Stakeholder and supplier survey process will be undertaken for 2025/26 • Training identified and reviewed annually • Procurement Awareness and Pecos training held monthly and when requested
To promote the delivery of value for money through good procurement practice and optimal use of procurement collaboration opportunities.	Total value of expenditure across University Total number of procurement staff No of strategic contracts No of managed contracts Value of savings and benefits generated	£41,666,049.77 4 5 17 BT1 Cash Savings £600,734.51 BT2 Non-Cash Savings £1,014,636.26

	Reduction in non-compliant spend	Due to No Purchase Order No Invoice Payment, 95% of transaction lines being processed via Pecos
To seek out professional development opportunities to enrich and enhance experience and capability of procurement practitioners and to work with the supply chains to ensure continued value, managed performance and minimal risk throughout the life of contracts for the benefit of customers and students.	Number of people in the procurement team	4
	Number of supply chain managers with MCIPS or MSc per £m of influenceable expenditure	2 procurement team members are currently working towards MCIPS
	Number of authorised or delegated purchasing staff outside Procurement per £m of influenceable expenditure	University policy states that procurements over £25k to go through procurement. Lower value exercises to be conducted by Stakeholder while following the Procurement guidance and processes
	Number of supply chain managers to have undertaken formal training & development in the past year	All Procurement Team members have taken part in training throughout the year
	Spend positioning categories	Top spend suppliers identified and added to the Contracting plan. All procurement procedures exceptions are reviewed with Stakeholders and a compliant route sought where possible
	Survey trend analysis	Stakeholder and supplier survey process will be undertaken for 2025/26. Feedback will be reviewed.

To develop sound and useful procurement management information in order to measure and improve procurement and supplier performance in support of corporate planning conducted through fair and transparent process.	Total value of expenditure across University Total value of expenditure influenced by Procurement Team directly or indirectly % expenditure through collaborative agreements Volume of spend through Pecos	£41,666,049.77 £17,472,300.24 has been spent via frameworks or local contracts during 2025/26 44% (Latest figure from 2024/25) 95% of transaction lines being processed via the system
To embed sound ethical, social and environmental policies within the Institution's procurement function. This will seek to respond to the global climate emergency, promote Fair Work First, encourage social impact through procurement and comply with relevant Scottish and UK legislation in performance of the sustainable procurement duty.	Benefits achieved for regulated procurements relevant to Sustainable Procurement Duty Results of prioritisation exercise across the key category expenditure areas Outcome of review of tools for measuring supplier sustainability compliance and use of SCM, Increased number of contracted suppliers on the Ecovadis assessment portal	• Added value and additional benefits noted and reviewed during contract period • Prioritisation tool used for all regulated procurements and outcomes used in Tender documents.

	Adoption of APUC Supply Chain Management System for Strategic Contracts Number of suppliers in attendance Supply chain survey to include diversity of ownership, social enterprise and charity status etc. Provide report in line with *Buy Social Corporate Challenge* to encourage social impact through procurement	• Supply Chain Management tool and Ecovadis platform are used to assess supplier sustainability and climate change compliance • Meet the Buyer attended in June 2026. Over 100 suppliers visited the GCU Procurement stand and contracting opportunities shared • The University did not reserve any contracts for supported businesses in this period, however 3 supported businesses have contracts in place with a value of £22.3k in 2025/26 • The University supported 80 Social Enterprises and Charities with a number of contracts and engagements with a value of £1.35m • 2025/26 spend data on social enterprises, charities and supported businesses submitted to Social Enterprise

		Scotland / Buy Social Corporate Challenge

Appendix 4. Glossary of Terms

Category A, B, C and C1 Contracts (Who buys what?)	**Description**
Category A	Collaborative Contracts available to all public bodies. Procured by Scottish Procurement
Category B	Collaborative Contracts available to public bodies within a specific sector. Procured by Scottish Procurement, APUC, Scotland Excel, NHS National Procurement
Category C	Local Contracts for use by individual public bodies
Category C1	Local or regional collaborations between public bodies
Procurement Terms	**Description**
APUC's Code of Conduct	APUC and its client community of colleges and universities is committed to carrying out procurement activities in an environmentally, socially, ethically and economically responsible manner and to entering into agreements and contracts with suppliers that share and adhere to its vision. To demonstrate this commitment, current and potential suppliers are asked to acknowledge their compliance with the principles of the APUC Supply Chain Code of Conduct with respect to their organisation and their supply chain.
Category Subject	A collection of commodities or services sourced from the same or similar supply base, which meet a similar consumer need, or which are inter-related or substitutable.
Community Benefits	Requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social- economic and or environmental. Benefits. Community Benefits clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or environmental conditions into the delivery of institutional contracts.

GPA regulated procurements	Those whose values require that they are conducted in compliance with the Public Contracts (Scotland) Regulations 2015 and the Procurement Reform (Scotland) Act 2014. compliant with the Public Contracts (Scotland) Regulations 2015 and the Procurement Reform (Scotland) Act 2014.
GPA	After leaving the European Community on 31 December 2020, the UK adopted the World Trade Organisation's (WTO) Agreement on Government Procurement (GPA). As the EU thresholds were derived from the GPA, the values have remained the same.
Hub (DXC)	The Scottish Procurement Information Hub is provided by DXZ l as a spend analysis tool allowing organisations to: -
	▪ Identify non-pay spend on external goods and services
	▪ Identify key suppliers and how many transactions are made with each
	▪ Highlight common spend across suppliers and categories
	▪ Identify spend with SMEs and/or local suppliers
	This information means that individual organisations and Centres of Expertise can identify where collaborative opportunities might exist and where transactional efficiencies could be made.
Prioritisation	The Sustainable Public Procurement Prioritisation Tool which is a tool to aid all procuring organisations across the Scottish Public Sector designed to bring a standard structured approach to the assessment of spend categories.
Procurement & Commercial Improvement Programme (PCIP)	Replaced the previous Procurement Capability Assessment (PCA) and focuses on the policies and procedures driving procurement performance and more importantly, the results they deliver.
PCS (Public Contracts Scotland)	The national advertising portal used to advertise all public sector goods, services or works contract opportunities.

PCS-Tender	The national eTendering system, and is centrally funded by the Scottish Government. The system is a secure and efficient means for buyers and suppliers to manage tender exercises online. The standard templates enable buyers to create consistent tender documentation.
Small and Medium Sized Enterprises (SMEs)	Micro enterprises: enterprises which employ fewer than 10 persons and whose annual turnover and/or annual balance sheet total does not exceed £1.57 m.
	Small enterprises: enterprises which employ fewer than 50 persons and whose annual turnover and/or annual balance sheet total does not exceed £7.86m
	Medium enterprises: enterprises which are neither micro nor small, which employ fewer than 250 persons and which have an annual turnover not exceeding £39.28m and/or an annual balance sheet total not exceeding £33.78m
Social Enterprises	Revenue-generating businesses with primarily social objectives whose surpluses are reinvested for that purpose in the business or in the community, rather than being driven by the need to deliver profit to shareholders and owners.
Supply Chain Management Programme (SCM)	The APUC supply chain sustainability web portal, a central hub where sector suppliers can complete and store sustainability compliance data. The portal is the core supply chain sustainability tool supporting HE and FE institutions and their suppliers in delivering a transparent, environmentally positive, ethical and socially responsible supply chain.
Supported business	An economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons, and where at least 30% of the employees of the economic operator are disabled or disadvantaged persons.

Sustainable Procurement	A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.
Third-Party Expenditure	Calculated based upon the total value of invoices paid per annum, excluding VAT, to all suppliers for the purchase of goods and services. It is defined as including: goods – tangible products such as stationery, which are often also known as supplies. Services – provision of an intangible product such as refuse collection, elderly home care, whether carried out internally or externally. Works – including construction works and utilities – energy costs. It excludes employee costs, non-cash expenditure (e.g. depreciation), grants, trust payments and other non-controllable payments to other publicly funded bodies but should include spending on agency staff, capital expenditure and programme spend on commodities and services.

Annex A. Annual Procurement Report template

Annual Procurement Report template for 2025/26

1. Organisation and report details	
a) Contracting Authority Name	Glasgow Caledonian University
b) Period of the annual procurement report	01/08/2025 to 31/07/2026
c) Required by s18 Procurement Reform (Scotland) Act 2014 to prepare an annual procurement report? *(Yes / No)*	Yes
2. Summary of Regulated Procurements Completed	
a) Total number of regulated contracts awarded within the report period	29
b) Total value of regulated contracts awarded within the report period	£16,584,200.61
c) Total number of unique suppliers awarded a place on a regulated contract awarded during the period	23
i) how many of these unique suppliers are SMEs	12
ii) how many of these unique suppliers are Third sector bodies	0
3. Review of Regulated Procurements Compliance	
a) Number of regulated contracts awarded within the period that complied with your Procurement Strategy	29
b) Number of regulated contracts awarded within the period that did not comply with your Procurement Strategy	9
4. Community Benefit Requirements Summary	
Use of Community Benefit Requirements in Procurement:	
a) Total Number of regulated contracts awarded with a value of £4 million or greater.	1

b) Total Number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements.	1
c) Total Number of regulated contracts awarded with a value of less than £4 million that contain Community Benefit Requirements	0

Key Contract Information on community benefit requirements imposed as part of a regulated procurement that were fulfilled during the period:

d) Number of Jobs Filled by Priority Groups (Each contracting authority sets its own priority groups)	0
e) Number of Apprenticeships Filled by Priority Groups	0
f) Number of Work Placements for Priority Groups	0
g) Number of Qualifications Achieved Through Training by Priority Groups	0
h) Total Value of contracts sub-contracted to SMEs	0
i) Total Value of contracts sub-contracted to Social Enterprises	0
j) Total Value of contracts sub-contracted to Supported Businesses	0
k) Other community benefit(s) fulfilled	0

5. Fair Work and the real Living Wage

a) Number of regulated contracts awarded during the period that included a Fair Work First criterion.	6
b) Number of unique suppliers who have committed to pay the real Living Wage in the delivery of a regulated	5

contract awarded during the period.	
c) Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract during the period.	6

6. Payment performance

a) Number of valid invoices received during the reporting period.	10,694
b) Percentage of invoices paid on time during the period ("On time" means within the time period set out in the contract terms.)	73%
c) Number of regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains.	0
d) Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts.	0

7. Supported Businesses Summary

a) Total number of regulated contracts awarded to supported businesses during the period	0
b) Total spend with supported businesses during the period covered by the report, including:	£22,284.90
i) spend within the reporting year on regulated contracts	0
ii) spend within the reporting year on non-regulated contracts	£22,284.90

8. Spend and Savings Summary

a) Total procurement spend for the period covered by the annual procurement report.	£41,666,049.77

b) Total procurement spend with SMEs during the period covered by the annual procurement report.	£20,865,034.44
c) Total procurement spend with third sector bodies during the period covered by the report.	£1,355,909.47
d) Percentage of total procurement spend through collaborative contracts.	44%
e) Total delivered cash savings for the period covered by the annual procurement report	£600,734.51
f) Total non-cash savings value for the period covered by the annual procurement report	£1,014,636.26

9. Future regulated procurements

a) Total number of regulated procurements expected to commence in the next two financial years	59
b) Total estimated value of regulated procurements expected to commence in the next two financial years	£42,971,515.48