

Procurement, purchase and supply

We've compiled extensive information on each aspect of procurement to help guide you through the process.

Whether you are buying supplies for the office, managing a major project or needing temporary staff, at some stage it's likely that you'll need to procure goods or services.

Day-to-day purchasing, ordering, tendering

Find out how to:

- use the [Request for Goods or Services form \[Excel\]](#) to order goods and/or services via the P2P Pilot Hub at Lawn View or Sir John Robinson Way
- find out more about the [P2P Pilot Hub project](#)
- find an updated, downloadable [list of product categories and GL codes \[Excel\]](#) follow the link for the e-sourcing portal [Due North](#) and access the [Contract Register](#) to view current Nottinghamshire County Council contract information.
- use the ['how to buy' guides](#) for approved suppliers or appropriate purchasing processes
- use the [procurement support request form](#) if you want to go out for a tender or contract
- [amend or set up a new vendor](#)
- find out more about [purchase order exemptions](#) and use the [Exemption Request form](#)
- find out more about [Red Route and Green Route sourcing](#)
- find out more about [raising Limit Orders](#) and use the [Limit Order capture sheet \[Excel\]](#)
- use the BMS [vendor list change request form](#)
- use the BMS [contract register form](#)
- use the BMS [catalogue change request form](#)
- use the link between [GL accounts and product categories change request form](#)
- browse the list of approved [vendors \[Excel\]](#), [NCC catalogues \[Excel\]](#) and [contracts \[Excel\]](#) available on BMS
- find out more about [NCC rules for consultancy/agency staff recruitment](#)
- find out more about [how to purchase IT equipment](#)
- find out more about [using/applying for a purchase card](#)
- find out more details about how to use in-house trading services - [County Supplies](#) and [Design and Print](#).