

Supplier Bulletin: April 2018

The Highland Council participates in Commercial and Procurement Shared Services (C&PSS) with Aberdeen City and Aberdeenshire Councils. Within the Shared Service we are looking to develop and promote supplier events/opportunities for 2018. This supplier bulletin has been produced to help raise awareness with Highland suppliers of procurement related development opportunities, events and information.

Dates for your diary

Supplier 1-1s

A series of **30 minute** Supplier 1-1 sessions are available for booking at various locations. The sessions are an opportunity for you to meet with a representative of the C&PSS, and have been scheduled as shown in the table below:-

Date	Venue
25 April 2018 - 10am-12.30pm	Council Chamber, Wick Town Hall, Bridge Street, Wick KW1 4AJ
08 May 2018 - 9am-1pm	Main Hall, The Town House, High Street, Inverness IV1 1JJ
10 May 2018 - 9.30am-12.30pm	Council Chamber, Council Office, 84 High Street, Dingwall IV15 9QN

If you are interested in attending one of these events, please contact us via CPSSprocurement@aberdeencity.gov.uk or 01463 702064. By expressing an interest and providing some simple information, we will strive to ensure that the most appropriate C&PSS or Council representative is available to discuss your requirements. Places are limited and allocated on a "first come" basis.

What does a Good Tender Look Like?

An interactive practical workshop – exploring the 'do's and don'ts' of tendering and practical tips for success. Please register for this event via this link

<https://www.eventbrite.co.uk/o/commercial-amp-procurement-shared-services-15307825912>

Date	Time	Venue
25 April 2018	1pm-3pm	Council Chamber, Wick Town Hall, Bridge Street, Wick KW1 4AJ
08 May 2018	2pm-4pm	Main Hall, The Town House, High Street, Inverness IV1 1JJ
10 May 2018	2pm-4pm	Council Chamber, Council Office, 84 High Street, Dingwall IV15 9QN

Supplier Development Programme Webinars and Presentations

To supplement the range of local supplier development events being planned for the benefit of the business community in the Highland Council area, the national Supplier Development

Programme (SDP) offers local businesses the opportunity to access various procurement related webinars.

Date	Event Name	Time	Registration
22/05/18	Webinar – The Supplier’s role in Contract Relationship Management Module 1	2pm-2.45pm	SDP Webinars
23/05/18	Webinar – The Supplier’s role in Contract Relationship Management Module 2	2pm-2.45pm	SDP Webinars

“Just Enterprise” Learning Services

Designed specifically for a third sector audience, Just Enterprise Learning Services increase the business and leadership skills of those employed within the sector. They offer a wide range of [Start Up Workshops](#) , [Business Development Workshops](#) and [Leadership Programmes](#) for both social entrepreneurs, leaders, and staff of existing social enterprise organisations.

Date	Event Name	Location	Time	Registration
18/04/18	Charitable Trading and The Law	Kyle of Sutherland Hub, Bonar Bridge, Ardgay IV24 3AQ	10:30am-1.30pm	registration link
18/04/18 and 19/04/18	Measuring Social Impact	Caol Community Centre, Glenkingie Street, Caol Fort William PH33 7DS	10am-4pm	registration link
1/05/18 and 2/05/18	Finance for Practitioners	Spectrum Centre, 1B Margaret St, Inverness IV1 1LS	9.30am -4pm	registration link

Meet the Buyer North event

The Supplier Development Programme will be hosting a Meet the Buyer North event on the 5th September at the Kingsmills Hotel, Inverness. This is an opportunity for businesses in the North of Scotland to speak to local authority and government buying organisations, alongside other areas of business support.

You can find out more details and register for the event via the link below:-

<https://www.sdpscotland.co.uk/events/meet-buyer-north-2018/>

Online training materials

Did you know that you can access a variety of online learning materials through the Supplier Development Programme website: <https://www.sdpscotland.co.uk/events-training/online-learning/>

Contact

In relation to procurement issues or events facilitated by The Highland Council, you can contact us via CPSSprocurement@aberdeencity.gov.uk or 01463 702064.