



# University College London

  

## Supply Chain & Selection Policy

<b>Classification</b>	<b>Public</b>
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chain. This principle applies whether the supplier is providing goods or services, or is required for research, professional services or teaching.

UCL spends in ex

For procurements arising out of externally funded research portfolio, please refer to the [Guidance for purchasing: "approving expenditure for research projects"](#)

Please note that expenditure charged to a research project, deemed to be ineligible (which is not paid in full by the funder), will be borne by the Principal Investigator and their Department.

Misuse of external funds can result in a funder withdrawing awarded funding and may impact future applications.

Contracts and financial commitments will only be made with suppliers who have been approved (commercially, contractually and ethically), represent value for money and are able to provide solutions to UCL

Where any procurement is funded by a third party, such as a research grant, the funder may have specific requirements.

General

In relation to any bundling and may imrs weirmes anBT/3(re)9 wi9df re-2(e)-3( )TdeW\*n(u)-3rch td toreser shed requirements.

- UCL will contract on its terms unless a specific or general derogation has been issued by
- Suppliers must provide appropriate contractual assurance of goods and/or services, specification, quality and/or fitness for purpose);
- [ess permission from Communications & Marketing, pursuant to the Logo Request process](#);
- [asures \(including payment profile\) and appropriate liability exclusions and caps](#);
- Termination provisions should enable UCL to withdraw from the contract (typically for convenience and for material breach or insolvency of the supplier).

#### Compliance Requirements

- All purchases and the supply chain must comply with applicable law including the following legislation:
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- [strategic aims](#));
  - Usually sponsored by Commercial and Procurement and a professional services function;
  - Often part of Change programmes;
  - Regular supplier reviews at all levels, including Director;
- Key Suppliers (third parties upon whom UCL is dependent or provide important niche services that are difficult to replicate);
  - Sponsored by Commercial and Procurement Function;
  - Generally steady state (Business as Usual);
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- Commodity suppliers (ideally via electronic catalogues)
  - Sponsored by Procurement in response to volume demand;
  - Standardised products and services;
  - Volume discounts;
  - Single-Use suppliers (ideally via Purchasing Card for orders under £5,000).