

1.5 Purchases with a total value of less than £50,000

For purchases less than £50,000, the Purchaser is advised to complete the Pre Purchase Check List (Section 3.1) with appropriate effort proportionate to the total purchase value, risk and complexity.

*Always consider level of "Risk" in addition to contract value! (Section 5.4)
A low value contract may have high Risk and therefore warrant the use of a higher level agreement, i.e. a £4k purchase but with a potentially high risk to the pupils or school, would warrant the use of a Mid contract not just the letter of agreement.*

