

V1.0 16.04.20

COVID-19_Contracted Supplier Information

High Peak Borough Council and Staffordshire Moorlands District Council, working as a Strategic Alliance wish to thank our contracted suppliers in maintaining services and supplies to the Councils and our customers during the current Coronavirus COVID-19 pandemic and whilst National restrictions apply.

This is a difficult and challenging time for all and it is likely this will cause additional pressure for some suppliers to meet and fulfil their contractual obligations. The Councils are committed to working collaboratively with contracted suppliers through this unprecedented period and where possible we can offer support and flexibility to ensure business operations remain stable and resume to usual business as soon as possible once the restrictions are lifted.

Contracted Supplier Relief Support

The Government have relaxed certain regulations which will assist the Councils as Public Sector buyers to continue to work and support existing and new suppliers during this time with a review date of June 2020, which may be extended subject to Central Government guidance.

If you are a contracted supplier to High Peak Borough Council or Staffordshire Moorlands District Council and you consider that your contractual arrangements are or will be affected by the COVID-19 situation, please contact your designated Contract Manager / Supervisor in the first instance.

Contractual Supplier relief may be available on a case by case basis depending on the nature of the contracted services, supplies or works being provided and subject to Suppliers providing the required information.

Supplier Obligations during this period

Supplier relief offered is conditional against the supplier's agreement to act and work on a total open book basis.

The Councils continue to make invoice payments to Suppliers during this time for supplies, services or works carried out and delivered, in order that we can ensure that you receive payment as quickly as possible, please email your invoices to:

creditors1@highpeak.gov.uk

creditors@staffsmoorlands.gov.uk

Including bank sort code, account name and number to make electronic payment

It is extremely important that business continuity is maintained wherever possible, and we ask that Contracted Suppliers to the Councils enact your business continuity plans to do your utmost to support our requirements. We ask that you review, update and provide a copy of your Continuity Plan to your Contract Manager / Supervisor upon request.

Your best efforts in maintaining operations are greatly appreciated by the Councils and their Customers.

PROCUREMENT

High Peak Borough Council & Staffordshire Moorlands District Council

procurement@highpeak.gov.uk / procurement@staffsmoorlands.gov.uk