

From: [Information Management Team](#)
To: [REDACTED]
Subject: RE: Procurement [#631F8A]
Date: Friday, 17 September 2021 9:50:00 AM

Tēnā koe [REDACTED]

We refer to your information request dated 3 September 2021.

Please see below an answer to your request for information.

The threshold for running an open competitive tender process for consultancy services at HCC is \$100k, however if the services are being purchased via a panel, for example an All of Government (AOG) panel, then suppliers can be either direct sourced where there is legitimate grounds to do so, or alternative proposals/quotes sought from other panel members. For consultancy services below \$100k similar expectations are in place that at least three proposals/quotes are sought from the market, however in all these instances where there is a legitimate reason to direct source with a particular supplier (particular skill set, knowledge or building on previous work) then an exemption to direct source may be granted

If you have any further questions please email informationmanagementteam@huttcity.govt.nz.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that this email (with your personal details removed) may be published on the Council's website.

Nāku noa, nā

Kate Ostapowicz

Senior Advisor, Official Information

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C 027 265 5849 W www.huttcity.govt.nz

From: Information Management Team
Sent: Friday, 3 September 2021 4:24 PM
To: [REDACTED]
Subject: RE: Procurement [#631F8A]

Tēnā koe [REDACTED]

REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987: ACKNOWLEDGEMENT OF REQUEST

I am writing to acknowledge receipt of your official information request dated 3 September 2021 for information regarding procurement.

We received your request on 3 September. We will endeavour to respond to your request as soon as possible and in any event no later than 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Nāku noa, nā
Hutt City Council

-----Original Message-----

From: "[REDACTED]"
Sent: Friday, 3 September 2021 4:13 PM
To: "contact@huttcity.govt.nz" <contact@huttcity.govt.nz>
Subject: Procurement

Hi

I want to find out the \$ value threshold at which the Council is required to put out a competitive tender or Request for Proposal, for the procurement of consulting services please.

Hope that makes sense.

Nga mihi

[REDACTED]

Sent from my iPhone