

# UNIVERSITY OF BIRMINGHAM

## AN INTRODUCTION TO THE UNIVERSITY OF BIRMINGHAM AND PROCUREMENT AT THE UNIVERSITY OF BIRMINGHAM

### THE UNIVERSITY

The University was founded in 1900 by the citizens of Birmingham who wanted their own University to train and educate the people who would create and manage the burgeoning businesses and industries of the Midlands.

It was natural, given the nature of Birmingham's industry, that the University should, from the start, teach the major scientific and engineering disciplines. It was also the first UK University to establish a Faculty of Commerce and incorporate a medical school. The modern University is equally distinguished in the humanities, education, social sciences and law.

Well established as a world-class University, Birmingham is one of the leading group of ten research-based Universities in the United Kingdom. Teaching and Research is undertaken in all the major disciplines, attracting students of high ability. The University has academic staff of distinction, many recognised as international leaders in their fields.

In the 2008 UK Research Assessment Exercise:

- 90% of the University of Birmingham's research has global reach with 16% as world leading (4\*) and 41% as internationally excellent (3\*)
- We are ranked 12th in the UK overall (out of 159 institutions)
- We are amongst the leading civic institutions in the UK

We have over 26,000 students from the UK and around the world, and the number of University staff is close to 6000.

You can find out more about the University on our web site at [www.bham.ac.uk](http://www.bham.ac.uk)

The University had a turnover of more than £410m in the 2007/08 financial year and non-pay expenditure amounted to more than £120m.

The University's Annual Accounts can be found on the University's web site at:

[http://www.finance.bham.ac.uk/annualaccounts/Accounts\\_08.pdf](http://www.finance.bham.ac.uk/annualaccounts/Accounts_08.pdf)

For more information on the University's Finance Office please visit our web site at:

<http://www.finance.bham.ac.uk/>

For more information on the University's Finance Office, Procurement Division and procurement at the University please visit the Supplier Zone which is part of the Procurement Division's web site at:

<http://www.finance.bham.ac.uk/purchasing/index.shtml>

## **PROCUREMENT AT THE UNIVERSITY OF BIRMINGHAM**

The University operates in a devolved financial management environment with five Colleges, incorporating a number of Academic Budget Centres or Schools, and eight Corporate Services Departments. Each College and Corporate Services Department is responsible for its own budgets and financial management.

The transaction processing activities related to purchasing are undertaken within the Schools and Departments with procurement at the University being co-ordinated by a central Procurement Division.

The Procurement Division itself is part of the Finance Office of the University and reports through to the University's Director of Finance.

The Procurement Division's Mission is to:

**“Achieve best value for money for all of the University's commercial non-pay expenditure”**

This mission supports the University's primary procurement related focus which is to achieve best value for itself and all of its stakeholders, clients and customers in all of its procurement and purchasing activities.

In order to deliver on these objectives and goals we do not just look for the lowest price – we seek evidence that suppliers are committed to:

- supporting the University's business objectives;
- investing in their relationship with the University;
- delivering a quality service in line with agreed service levels
- providing products, goods and services that are fit for purpose; competitively priced at the point of purchase and, where appropriate on a whole life cost basis;
- supporting the University's policies and aspirations in terms of fair trade; sustainability in its widest context and ensuring the health, welfare well being of the University's students, staff and stakeholders is maintained;
- complying with any statutory obligations that may apply to the products, goods and services that they supply or provide.

We understand that suppliers are in business to make a profit – indeed we recognise that this is part of ensuring that the supplier and the wider economy is sustainable – but we seek suppliers that are willing to reinvest some of that profit into their business and into the University.

The University's central Procurement Team comprises of six specialists, with the University's Hospitality and Accommodation Services and Estates Maintenance operations each having their own Procurement specialists. The specialists are organised such that they manage specific categories and portfolios of equipment, commodities and services.

Information on the Procurement Team members and their category lead roles and portfolios are provided in this information pack and can also be found on our web site at:

<http://www.finance.bham.ac.uk/purchasing/index.shtml>