Quick guide to purchase and procurement (2021)

Is there a local framework agreement (TendSign)?
- Yes: Estimate the value of the purchase and check how to order
- No: Order from the local framework agreement

Is there a governmental framework agreement (TendSign/Avropa)?
- Yes: Estimate the value of the purchase and check how to order
- No: Order from the governmental framework agreement

Estimate the value
It is important that you estimate the value based on the total contract period including possible extensions (excluding VAT). Similar needs of other departments/divisions must be taken into account.

Does the value exceed 1,43* MSEK?
- Yes: Submit a request for procurement support to the procurement office
- No: Does the value exceed 142 800* SEK?

Does the value exceed 142 800* SEK?
- Yes: Contact your Purchase officer
- No: Perform a procurement with Direct award procedure

Does the value exceed 615 312* SEK?
- Yes: Purchase officer performs procurement with simplified procedure
- No: Purchase officer performs a procurement with Direct award procedure

Web form for procurement support: https://insidan.liu.se/inkop/upphandlingsuppdrag?l=sv

*VAT excluded