



## Procurement Act 2023 - a short guide for everyone

How to use Find a Tender, the  
central digital platform



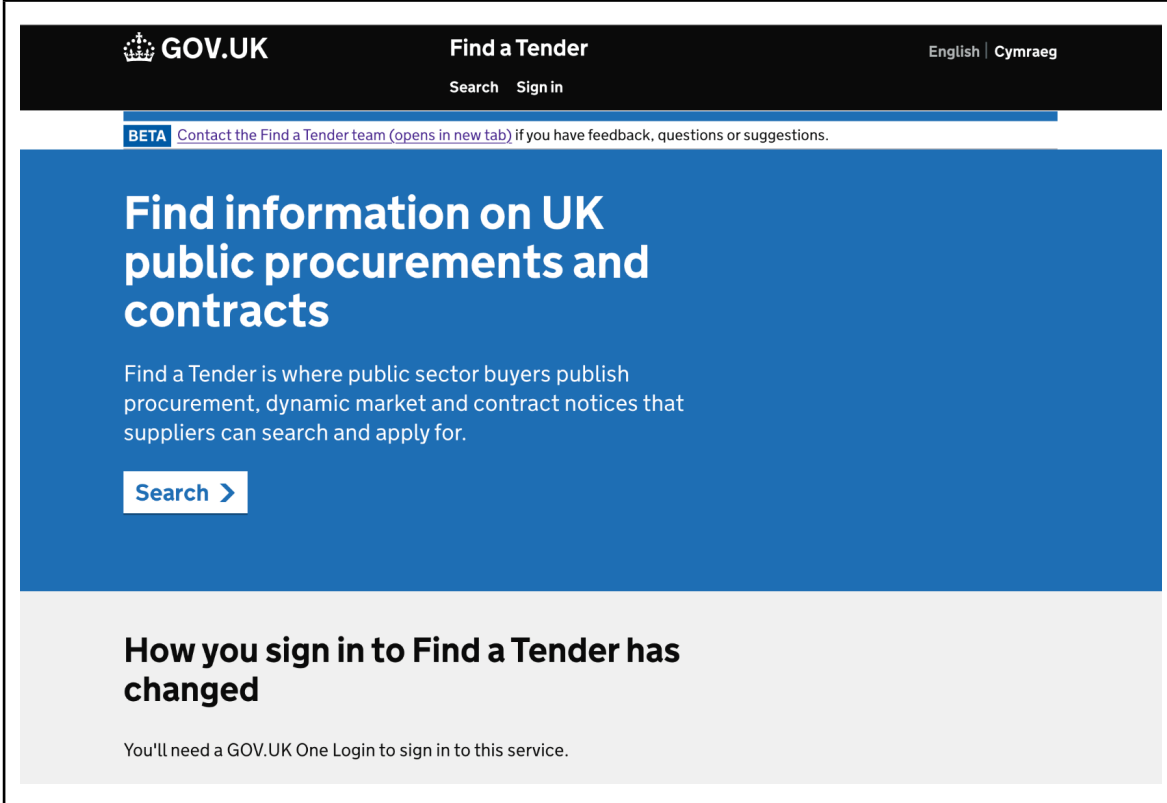
This video accompanies the 'how to' user guide and the official guidance  
available on GOV.UK

<b>Introduction</b>	<b>2</b>
<b>Why is there a central digital platform?</b>	<b>3</b>
<b>Pipeline Notice (UK1)</b>	<b>3</b>
<b>Tender Notice (UK4)</b>	<b>3</b>
<b>Contract Award Notice (UK6)</b>	<b>4</b>
<b>Searching for opportunities and setting up notifications</b>	<b>5</b>
<b>Use of the Central Digital Platform Data</b>	<b>9</b>

**This guidance relates to searching for opportunities on the  
new, enhanced Find a Tender Service.**

# Introduction

On the 24th February 2025, the rules that shape how public bodies buy goods and services changed. In this guide, we will give you an overview of the central digital platform including what can be found there, how to look at the notices, notifications and the use of data.



The screenshot shows the top navigation bar of the Find a Tender website. On the left is the GOV.UK logo. In the center, it says 'Find a Tender' with 'Search' and 'Sign in' links below it. On the right, it says 'English | Cymraeg'. Below the navigation bar is a blue banner with the text 'Find information on UK public procurements and contracts'. Underneath this banner is a white box with the text 'How you sign in to Find a Tender has changed' and a sub-headline 'You'll need a GOV.UK One Login to sign in to this service.' A 'Search >' button is also visible in the blue banner area.

**GOV.UK** Find a Tender English | Cymraeg  
Search Sign in

**BETA** Contact the Find a Tender team (opens in new tab) if you have feedback, questions or suggestions.

## Find information on UK public procurements and contracts

Find a Tender is where public sector buyers publish procurement, dynamic market and contract notices that suppliers can search and apply for.

[Search >](#)

### How you sign in to Find a Tender has changed

You'll need a GOV.UK One Login to sign in to this service.

→ <https://www.gov.uk/find-tender>

Additional [video guidance](#) is available detailing these steps.

For more detailed walkthrough videos on how to register for the Central Digital Platform, please check out the GCF Youtube site.

# Why is there a central digital platform?

The central digital platform is an online resource which will make it easier for suppliers to find and bid for contract opportunities. It is the place where all the regulated public procurement notices are published.

These notices are important for transparency as they set out the details about:

- What goods, services or works the public sector is going to buy,
- Opportunities for suppliers to tender for contracts,
- Information about the process by which a decision to enter into a public contract is made, and
- Information about the awarded contract throughout its life.

The notices are issued throughout the process of the procurement, into contract management, and are designed to allow interested parties to look at them free of charge.

There are 17 notices across all the parts of the procurement and contract management cycle. Not all the notices are used in every procurement as some relate to special activities.

In this guide, we will look in depth at 3 key notices to watch out for:

- The Pipeline Notice (UK1)
- The Tender Notice (UK4)
- The Contract Award Notice (UK6)

## Pipeline Notice (UK1)

The pipeline notice lets suppliers know what procurements are expected.

This is a mandatory notice for any contracting authority that spends more than £100 million, under relevant contracts, in any financial year. In-scope contracting authorities must publish this notice for any intended requirement over £2 million.

For more information on the pipeline notice, please read the [Procurement Act 2023 Section 93](#) and the [Procurement Regulations 2024 Regulation 15](#). Supplementary guidance is available on [Gov.UK](#).

## Tender Notice (UK4)

The tender notice lets suppliers know that there is an opportunity to tender for.

For more information on the tender notice, please read the [Procurement Act 2023 Section 21](#) and the [Procurement Regulations 2024 Regulation 18-24](#). Supplementary guidance is available on [Gov.UK](#).

## Contract Award Notice (UK6)

Once tenders have been assessed, the contract award notice is published to let suppliers know that the contracting authority intends to enter into a public contract. This includes details of the awarded supplier and the estimated value of the contract.

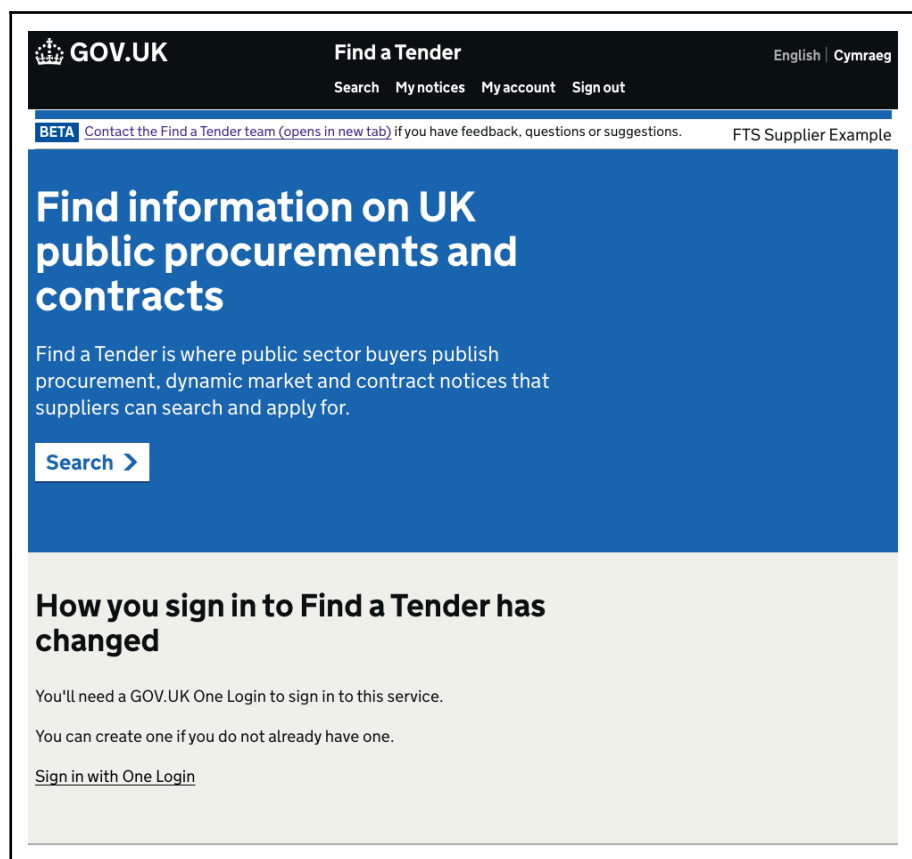
For more information on the contract award notice, please read the [Procurement Act 2023 Section 50](#) and the [Procurement Regulations 2024 Regulation 27-41](#). Supplementary guidance is available on [Gov.UK](#).

# Searching for opportunities and setting up notifications

There will be lots of notices published over time. To help in locating specific notices, there are search tools and notifications available.

To demonstrate the functionality, this guide will walkthrough an example of a small supplier looking for a suitable contract in the East of England.

To begin looking for notices, you should select 'Search' on the homepage of Find a Tender.



The screenshot shows the homepage of the Find a Tender service. At the top, there is a dark navigation bar with the GOV.UK logo on the left, the text 'Find a Tender' in the center, and 'English | Cymraeg' on the right. Below this, a secondary navigation bar contains links for 'Search', 'My notices', 'My account', and 'Sign out'. A blue banner below the navigation bar features the text 'BETA' and a link to 'Contact the Find a Tender team (opens in new tab) if you have feedback, questions or suggestions.' followed by 'FTS Supplier Example'. The main content area has a blue background with the heading 'Find information on UK public procurements and contracts'. Below the heading, it states 'Find a Tender is where public sector buyers publish procurement, dynamic market and contract notices that suppliers can search and apply for.' and includes a 'Search >' button. A light grey section below contains the heading 'How you sign in to Find a Tender has changed', followed by the text 'You'll need a GOV.UK One Login to sign in to this service. You can create one if you do not already have one.' and a link 'Sign in with One Login'.

You will then be presented with all of the notices on the platform. As you can see, there are a range of filters to help you narrow down the options.

**GOV.UK** Find a Tender English | Cymraeg

Search My notices My account Sign out

BETA [Contact the Find a Tender team \(opens in new tab\)](#) if you have feedback, questions or suggestions. FTS Supplier Example

Home > Search results

This is a new service. If you are looking for notices published before 31 December 2020, use the [listed services](#).

### Search results

We've found 10 notices

**Keywords**  
Can include the title, contracting authority, awarded supplier, description and document number  
[How can I do an advanced search?](#)

**Sort results**  
Relevance

**Home to School Transport Services**  
FTS Buyer Example  
The supply of taxi services for Home to School transport for eligible children in the East of England.  
**Notice type** UK3: Planned procurement notice  
**Closing** 12 March 2025, 11:59pm  
**Contract location** UKH - East of England  
**Total value** £80,000  
**Lot value** £80,000  
**Publication date** 28 November 2024, 11:38am

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**  
FTS Buyer Example  
To provide Multifunctional Devices, Wide-Format Printers, Print Room Devices, Desktop Printers and Magnetic Card Printing across the council, including support and maintenance aspects for all the devices, appropriate

**Procurement stage**

**Notice type**  
[What are the different notice types?](#)  
[Select all](#) [Deselect all](#)  
 UK3: Planned procurement notice  
 UK4: Tender notice  
 UK5: Transparency notice  
 UK6: Contract award notice  
 UK7: Contract details notice

**Industry CPV code**

**Contract location**

**Value**

**Suitability**

You can select which notices you would like to see under the 'notice type' filter. By selecting Tender Notice you will be able to see all of the available tender notices.

### Search results

We've found 10 notices

**Keywords**  
Can include the title, contracting authority, awarded supplier, description and document number  
[How can I do an advanced search?](#)

**Sort results**  
Relevance

**Home to School Transport Services**  
FTS Buyer Example  
The supply of taxi services for Home to School transport for eligible children in the East of England.  
**Notice type** UK3: Planned procurement notice  
**Closing** 12 March 2025, 11:59pm  
**Contract location** UKH - East of England  
**Total value** £80,000  
**Lot value** £80,000  
**Publication date** 28 November 2024, 11:38am

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**  
FTS Buyer Example  
To provide Multifunctional Devices, Wide-Format Printers, Print Room Devices, Desktop Printers and Magnetic Card Printing across the council, including support and maintenance aspects for all the devices, appropriate software that is currently installed in the council. The contract will also require ...

**Notice type** UK6: Contract award notice  
**Awarded value** £700,000  
**Awarded supplier** FTS Supplier Example  
**Publication date** 28 November 2024, 11:25am

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**  
FTS Buyer Example

**Procurement stage**

**Notice type**  
[What are the different notice types?](#)  
[Select all](#) [Deselect all](#)  
 UK3: Planned procurement notice  
 UK4: Tender notice  
 UK5: Transparency notice  
 UK6: Contract award notice  
 UK7: Contract details notice

**Industry CPV code**

**Contract location**

**Value**

**Suitability**

Next, using the 'Suitability' filter, select 'Small and medium-sized enterprises' to see those opportunities that have been marked as particularly suitable for Small and Medium Enterprises.

### Search results

We've found **10** notices

**Keywords**

Can include the title, contracting authority, awarded supplier, description and document number

[How can I do an advanced search?](#)

**Sort results**

Relevance

---

**Procurement stage**

**Notice type**

**Industry CPV code**

**Contract location**

**Value**

**Suitability**

[Definitions](#)

Small and medium-sized enterprises (SME)

Voluntary, community and social enterprises (VCSE)

**Date range**

**Home to School Transport Services**

FTS Buyer Example

The supply of taxi services for Home to School transport for eligible children in the East of England.

**Notice type** UK3: Planned procurement notice  
**Closing** 12 March 2025, 11:59pm  
**Contract location** UKH - East of England  
**Total value** £80,000  
**Lot value** £80,000  
**Publication date** 28 November 2024, 11:38am

---

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**

FTS Buyer Example

To provide Multifunctional Devices, Wide-Format Printers, Print Room Devices, Desktop Printers and Magnetic Card Printing across the council, including support and maintenance aspects for all the devices, appropriate software that is currently installed in the council. The contract will also require ...

**Notice type** UK6: Contract award notice  
**Awarded value** £700,000  
**Awarded supplier** FTS Supplier Example  
**Publication date** 28 November 2024, 11:25am

---

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**

FTS Buyer Example

You also have the option to filter opportunities by delivery location. You will be able to select regions from the 'Contract location' filter.

### Search results

We've found **10** notices

**Keywords**

Can include the title, contracting authority, awarded supplier, description and document number

[How can I do an advanced search?](#)

**Sort results**

Relevance

---

**Procurement stage**

**Notice type**

**Industry CPV code**

**Contract location**

[Select regions](#)

**Value**

**Suitability**

**Date range**

**Home to School Transport Services**

FTS Buyer Example

The supply of taxi services for Home to School transport for eligible children in the East of England.

**Notice type** UK3: Planned procurement notice  
**Closing** 12 March 2025, 11:59pm  
**Contract location** UKH - East of England  
**Total value** £80,000  
**Lot value** £80,000  
**Publication date** 28 November 2024, 11:38am

---

**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**

FTS Buyer Example

To provide Multifunctional Devices, Wide-Format Printers, Print Room Devices, Desktop Printers and Magnetic Card Printing across the council, including support and maintenance aspects for all the devices, appropriate software that is currently installed in the council. The contract will also require ...

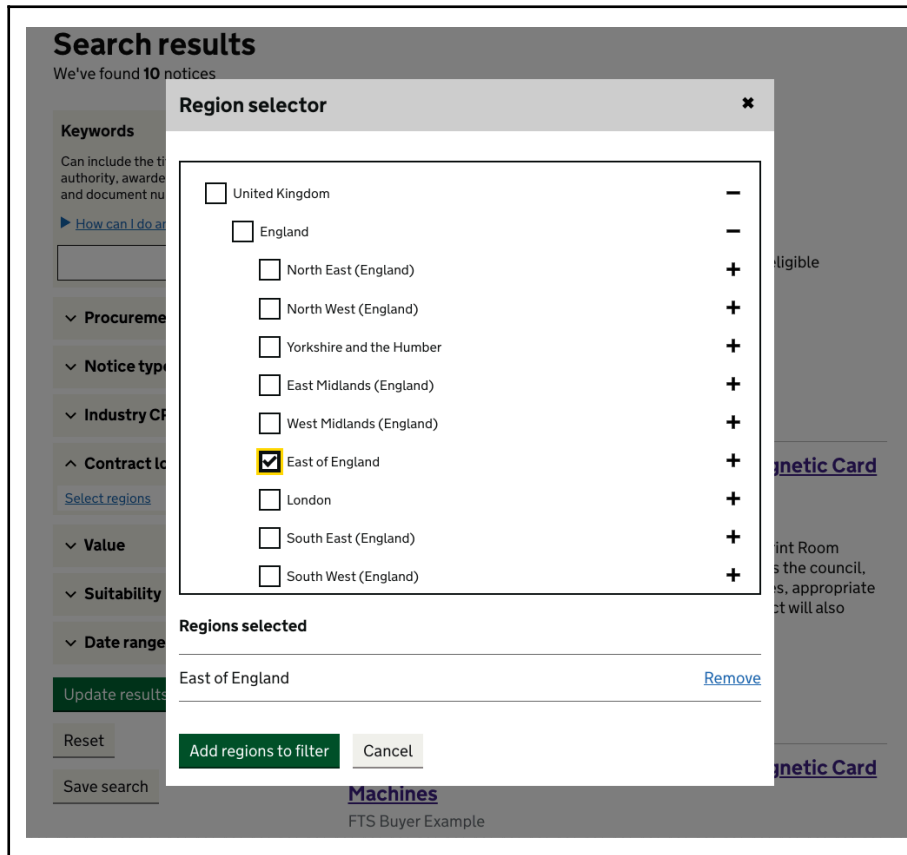
**Notice type** UK6: Contract award notice  
**Awarded value** £700,000  
**Awarded supplier** FTS Supplier Example  
**Publication date** 28 November 2024, 11:25am

---

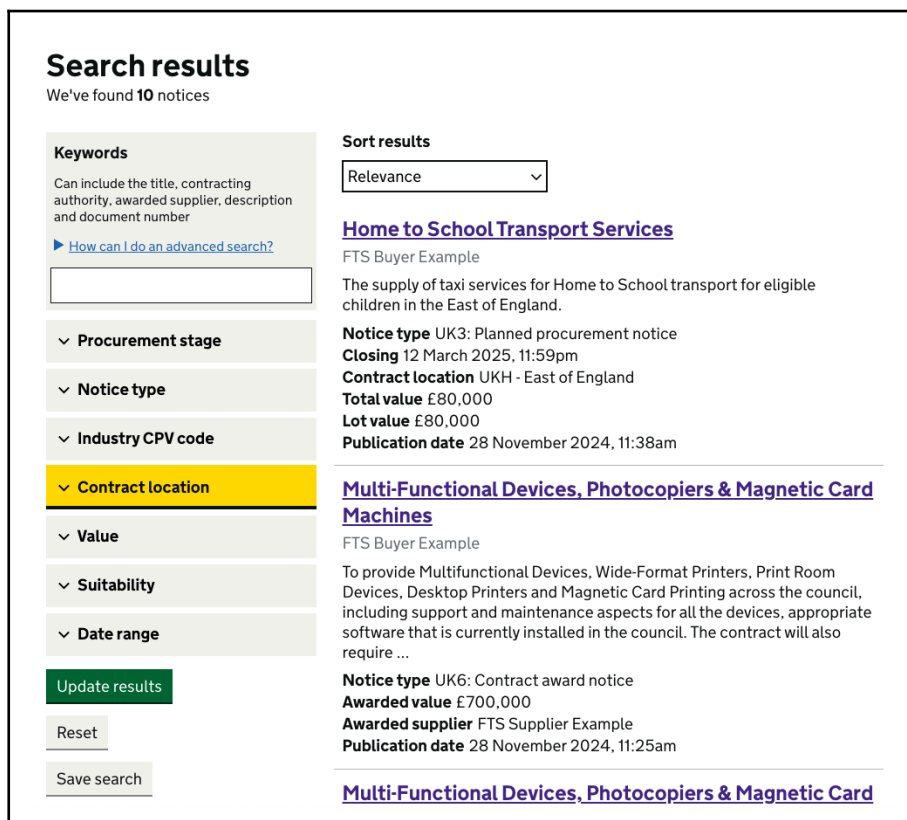
**Multi-Functional Devices, Photocopiers & Magnetic Card Machines**

FTS Buyer Example

By clicking 'Select regions', it will open the below pop-up. From here, you can select one, or many, regions for the contract delivery, then click 'Add regions to filter'.



Once you have added all the filters necessary for your search, click 'Update results' to search for notices that are within your filters.





To make this easier, you can also set up alerts on the system using 'saved searches'. This means you will get an email to tell you when someone has posted a notice that meets your criteria.

Once you have selected the filters you would like to search for, you can select 'save search' which will open the below pop up. You will be able to name the search and select how frequently you would like a notification emailed to you.

Small and medium-sized enterprises (SME)

Voluntary, social enterprises

### Save search criteria

You are about to save the currently selected search criteria.

An entry will be added to your saved searches list, and you can choose to receive email alerts.

We will send you emails in the same language that you use the website.

Search name (optional)

Email frequency

You will only receive emails about new notices in your search criteria

Daily

Save search Cancel

## Use of the Central Digital Platform Data

All the published notices contain data that is structured and searchable in the Open Contracting Data Standard and is available for re-use under the open government licence 3.0, directly from the central digital platform.