

Report to the Cabinet

Meeting to be held on Thursday, 14 June 2018

Report of the Head of Service - Procurement

Part I

Electoral Division affected:
(All Divisions);

Procurement Report - Request Approval to Commence Procurement Exercises (Appendix 'A' refers)

Contact for further information:

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Executive Summary

In line with the county council's procurement rules, this report sets out a recommendation to approve the commencement of the following procurement exercises:

- (i) Fuel cards
- (ii) Supply and distribution of rock salt

This is deemed to be a Key Decision and the provisions of Standing Order C19 have been complied with.

Recommendation

Cabinet is asked to approve the commencement of the procurement exercises as set out in Appendix 'A' for the areas identified above.

Background and Advice

Appendix 'A' of this report sets out the details of the individual procurement exercises and the basis upon which it is proposed to carry out the processes including:

- the description of the supplies/services/works being procured;
- the procurement route proposed;
- the estimated annual contract value;
- the proposed basis for the evaluation of the tender submissions.

Where approval has been received from the Cabinet to undertake a tender process which is deemed to be a Key Decision, the subsequent award of the contract on the satisfactory completion of the tender exercise shall not be deemed a Key Decision and can be approved by the relevant Head of Service or Director.

On the conclusion of the procurement exercises, the award of the contracts will be made under the county council's Scheme of Delegation to Heads of Service, and in accordance with the council's procurement rules.

Consultations

Relevant Heads of Service and key operational staff have been consulted in drawing up the proposals to undertake the procurement exercises included within this report.

Implications:

This item has the following implications, as indicated:

Financial

The estimated value of the contracts will be contained within the current budget for service areas. If significant variations should result then a further report to cabinet will be required.

Legal

Failure to take the steps to lawfully procure new contracts and continuing with the current arrangements where applicable would contravene the council's procurement rules and The Public Contract Regulations 2015. Furthermore, failure to award the contracts may result in the county council facing difficulty in delivering services.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A