

EAST AYRSHIRE COUNCIL

CORPORATE GOVERNANCE COMMITTEE – 23 NOVEMBER 2006

AWARDING OF CONTRACT

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide, for information, details of a tender which has been accepted. The amount shown is the actual cost of the contract and is exclusive of professional fees.

2. BACKGROUND

- 2.1 The Corporate Governance Committee, at its meeting held on 8 June 2006 (Item 7, Page 2273, 03/07) agreed to approve and adopt the revised Standing Orders relating to contracts, which apply to all contracts for the supply of goods and materials for the provision of services or for the execution of works. The contract was awarded in terms of these Standing Orders.

3. CONTRACT - ADMINISTRATION OF CHILDCARE VOUCHER SCHEME

- 3.1 The contract was awarded to Busy Bees Childcare Voucher Ltd, Lichfield with an estimated value of £71,500 over the five years of the contract.

- 3.2 Other contractors invited to tender in alphabetical order were as follows:-

Bentley Jennison, Stansted
Early Years Vouchers Ltd, Cheshire
Fair Care Ltd, Guildford
Fideliti Ltd, Manchester
Sodexo Pass, Camberley

- 3.3 Offers received in ascending order (based on an estimated income over the five years of the contract) were as follows:

£35,100
£73,000

Three tenderers did not submit a tender.

* The contract was subject to an evaluation process, the award criteria being:- price – 50%, scheme administration service and procedures – 25% and marketing and other value-added services – 25%.

4. FINANCIAL IMPLICATIONS

- 4.1 The Client Department has confirmed that the cost of the contract can be provided from existing budgets.

5. LEGAL/AUTHORITY IMPLICATIONS

5.1 The contract is awarded in terms of Paragraph 15 of the Council's Standing Orders relating to contracts.

6. POLICY IMPLICATIONS - Nil.

7. RECOMMENDATIONS

7.1 The Committee is asked to note the contract awarded to date.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support

3 November 2006

AMC/DL