

EAST AYRSHIRE COUNCIL

POLICY AND RESOURCES COMMITTEE - 10 JUNE 2004

AWARDING OF CONTRACT

Report by the Acting 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 Council, at its meeting held on 4 March 2004 (Item 6, Page 604, 03/07) agreed the 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. CONTRACTS

- 3.1 The outcome of the tendering process in respect of the contract is shown at Appendix I.

4. FINANCIAL IMPLICATIONS

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

5. LEGAL/AUTHORITY IMPLICATIONS

- 5.1 The contract is awarded in terms of Paragraph 16 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.

David Mitchell
Acting Executive Director of Corporate Support

19 May 2004
AMC/SM

LIST OF BACKGROUND PAPERS

1. Evaluation Report by Senior Procurement Officer dated 7 May 2004.

Any person wishing to inspect the background papers relative to this report should contact Anne Marie Carr, Senior Administrative Officer, on Telephone Number (01563) 576134. Any person wishing further information on this report should contact Bill Walkinshaw, Administration Manager on Telephone Number (01563) 576135.

Implementation Officer: Anne Marie Carr, Senior Administrative Officer.

APPENDIX I

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR AND AMOUNT</u>	
<p>*Corporate Debt Recovery Services -</p> <p>Lot 1: Former Tenants Rent Arrears Recovery Service</p> <p>Lot 2: Sheriff Officers' Services</p>	<p>George Walker & Co, Glasgow Schedule of Rates Basis</p> <p>Stirling Park, Kilmarnock Schedule of Rates Basis</p>	<p><u>Other Contractors in Alphabetical Order</u> - A A Hutton, Perth; The Anderson Partnership, Glasgow; John Campbell LLP, Hamilton; Financial Trace & Collections Ltd, Hants; Grosvenor Security, Leeds; William G Kay & Co, Glasgow; The Lewis Group Ltd, Glasgow; H M Love & Co, Edinburgh; Moorcroft Debt Recovery Ltd, Stockport; Quinn's Ltd, Motherwell; RMuk, Crewe; Scott & Company, Edinburgh; Stirling Park, Kilmarnock; Vilcol, Surrey.</p> <p><u>Offers Received in Ascending Order</u> - 4 offers received on a Schedule of Rates basis.</p> <p>Ten tenderers did not submit a tender.</p>

* This tender was subject to an evaluation process, the award criteria being:- price - 80%; qualifications and experience - 5%; quality and management proposals - 5%; maximised recovery proposals - 5%; and innovative proposals - 5%.