

AWARD OF CONTRACT FOR CORPORATE CLEANING AGREEMENT 2023
Head Of Corporate Procurement

1 Purpose of Report

- 1.1 The purpose of this report is to seek approval to award the Corporate Cleaning to tenderer D, as identified in the attached confidential tender evaluation report, appendix A.

2 Recommendation(s)

- 2.1 **That the Executive Director: Resources, in consultation with the Executive Member for Transformation and Finance approves the contract award to tenderer D as set out in appendix A.**

3 Reasons for Recommendation(S)

- 3.1 In accordance with the recommendation set out in the Strategic Procurement Plan dated 13 December 2022 and approved by the Executive, that the decision to award the service contract is delegated to the Executive Director: Resources in consultation with the Executive Member for Transformation and Finance for the contract award decision.

4 Alternative Options Considered

- 4.1 Nothing considered suitable e.g. frameworks

5 Supporting Information

- 5.1 The current service contract comes to its conclusion on the 31 August 2023 and new contract is required to ensure continuity of this vital service.
- 5.2 Not providing this service is not an option as Health & Safety standards would not be met.
- 5.3 To this end the Executive agreed to approve putting into place a Corporate Cleaning Agreement including corporate buildings including libraries, and several schools.

6 Consultation and Other Considerations

Legal Advice

- 6.1 I am satisfied that the tender and award to Tenderer D is legally compliant and support the award to Tenderer D.

Clarification Questions raised during the tender process were discussed with me and appropriately resolved with input from relevant departments.

A review of the Corporate Cleaning Agreement V2 was done by me during the above and no concerns were noted. Any variations after this stage need to be discussed by all relevant departments.

Katya Lamb
Contracts and Procurement Lawyer (Locum)

Financial Advice

- 6.2 Whilst the contract award figure appears greater than the current contract costs referred to in the Strategic Procurement Plan(SPP), the SPP figures relate to the 2022/23 financial year and the contract award figure can be contained within existing Council budgets.

Other Consultation Responses

- 6.3 Procurement

I am satisfied that the tender has been conducted compliantly and in line with the published tender documents, and that Tenderer D is the highest scoring bidder. I recommend that the award to Tenderer D be approved.

Alistair Little
Head of Corporate Procurement

Equalities Impact Assessment

- 6.4 The equality impact issues were considered as part of the tender process and an EIA screening was completed as part of the approved Strategic Procurement Plan, with no full impact required.

Strategic Risk Management Issues

- 6.5 Previously provided within the approved procurement plan.

Climate Change Implications

- 6.6 Previously provided within the approved procurement plan.

Health & Wellbeing Considerations

- 6.7 Considered in ITT – Social Value Question

Background Papers

Appendix A, Tender Evaluation Report (CONFIDENTIAL)
Appendix B, The Strategic Procurement Plan (CONFIDENTIAL)

Contact for further information

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