

NORTHERN JOINT POLICE BOARD

29 August 2008

Agenda Item	
Report No	

Procurement Report

Report by the Chief Constable

SUMMARY

This Report updates Members on recent Procurement activities and is submitted in accordance with the reporting arrangements set out in the Board's Standing Orders Relating to Contracts.

BACKGROUND

Contracts awarded through competition

1. The following Contracts have been awarded through competition:
2. Burnett Road Custody Suite A Contract has been awarded to McGregor Construction Ltd for the construction of a fourteen cell extension of existing custody facilities at Burnett Road Police Station, Inverness. The value of this contract is £1.2M (ex VAT)
 - a) Number of Invitation to tender documents issued: 6
 - b) Number of tenders submitted: 6
 - c) The award criteria: Lowest price
3. Vehicle Hire A Framework Agreement has been established on a multi-supplier basis with Arnold Clark Car and Van Rental, Swift Vehicle Rental, Enterprise Rent-a-Car, for vehicle hire. The agreement, which is open to all Police Forces in Scotland, is for a period of 24 months, with an option to extend for a further 24 month period. The estimated value of this agreement, based on number of hires, is in the region of £1M (ex VAT) per annum across the Scottish Police Service.
 - a) Number of Invitation to tender documents issued: 8
 - b) Number of tenders submitted: 7
 - c) The award criteria: Most Economically Advantageous in terms of Quality (i.e. network coverage, service, technical merit and environmental) and Price. Quality attracted 30% and Price 70% of the marks available.
4. Vehicle conversion services A Framework Agreement has been awarded to A J Engineering Services Ltd for the provision of vehicle conversion services. The

agreement, which is open to other Police Forces in Scotland, is for a period of 48 months. The estimated framework value, which is determined by the estimated number of conversion services required over the term of the agreement, is in the region of £420.1K (ex VAT). Savings directly attributable to Northern Constabulary are assessed to be approximately £40K (ex VAT) over the term of the Agreement.

- a) Number of Invitation to tender documents issued: 7
- b) Number of tenders submitted: 4
- c) The award criteria: Most Economically Advantageous in terms of Quality (i.e. method of work, safety in use, contract management, after sales care, understanding of the requirement) and Price. Quality attracted 40% and Price 60% of the marks available.

Variations to current contracts

5. The following contract has been extended:
6. Travel Management Services The current contract with Britannic Travel Ltd (trading as FCm Travel Solutions) for travel booking services has been extended for a period of 12 months (up to 30th September 2009). The estimated value of this extension, which is determined by the number of travel bookings made, is £200K (ex VAT). Some transaction fees have been reduced as part of this contract variation.
7. Members will note that the requirements for future travel management services may be subject to a procurement exercise undertaken by Procurement Scotland. Procurement Scotland has been tasked by Scottish Government to develop and implement procurement strategies for national Category A commodities (including travel) on behalf of all Scottish public bodies.

Exceptions to Contract Standing Orders

8. The following exceptions to Contract Standing Orders are reported:
9. Web and E-mail filtering An order has been placed with SBL through a pre-existing Framework Agreement awarded by Devon & Cornwall Constabulary for the supply of support of a Mail Marshal and Web Marshal web and e-mail filtering software. The value of this order was £24.4K (ex VAT).
10. ICT Support An order has been placed with Dell Corporation Ltd through a pre-existing Framework Agreement awarded by OGC Buying Solutions for Server support and maintenance for a period of two years. The value of this order was £21.6K (ex VAT).

Current tendering activity

11. Forensic Medical Examination Services Invitations to Tender have been invited for the provision of Forensic Medical Examination Services throughout

the Northern Constabulary area of operations (but excluding Orkney, Shetland and Western Isles). The contract will be for a period of 36 months commencing 2nd January 2009 (with an option to extend for a further 24 months). The estimated contract value (including options to extend the contract) has been assessed to be in the region of £3M - £3.4M (excluding VAT). The tender submission date is 28th August 2008.

12. Office & Domestic Removals An OJEU Contract Notice was published in May 2008 seeking expressions of interest in providing an office and domestic removals service. Following a pre-qualification exercise an Invitation to Tender was issued to six candidates on 4th July 2008. Tenders were returned on 11th August 2008 and are now subject to a period of evaluation and where necessary, clarification.
13. Recruitment & Advertising Services A competition for the provision of recruitment and advertising services commenced in February 2008 following the publication of an OJEU Contract Notice. Three tenders were submitted on 17th June 2008 and are currently subject to formal tender evaluation and clarification before a formal award decision is made.

Other matters of note

14. National Advertising Contract Portal One of the key deliverables within the Reform Agenda of public procurement in Scotland, was the establishment of a free to use National Scottish Contracts Advertising Portal. This portal "Public Contracts Scotland", allows public sector organisations in Scotland to advertise both OJEU level and sub-threshold contract opportunities and contracts awards. In addition, the creation of the national portal and its associated use will enable suppliers to gain access to contract opportunities in Scotland, worth an estimated £8bn per annum.
15. Members will note that the Northern Constabulary Procurement Department has recently taken part in National Portal User Acceptance Trials and Early Adopter Training. Importantly, when adopted, the Advertising Portal will assist NJPB as a Contracting Authority to meet its obligations relating to the adequate publicity of contract opportunities and basic EC Treaty requirements such as transparency, equal treatment and non-discrimination.

RECOMMENDATION

The Board is invited to note the report

I Latimer
Chief Constable