



POLICY AND RESOURCES SCRUTINY COMMITTEE - 10TH NOVEMBER 2009

SUBJECT: THE PROVISION OF LAUNDRY AND DRY CLEANING SERVICES

**CONTRACT TERM: 1ST SEPTEMBER 2009 TO 31ST AUGUST 2012 WITH AN OPTION TO
EXTEND FOR UP TO A FURTHER PERIOD OF TWELVE MONTHS**

REPORT BY: DIRECTOR OF CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to advise Scrutiny Committee regarding the single supplier response for the provision of laundry and dry cleaning services and the actions undertaken by the Head of Procurement and Head of Corporate Finance (S.151 officer), following the tender process carried out in accordance with EU Procurement Directives and Standing Orders for Contracts (11.02).

2. SUMMARY

- 2.1 This arrangement is a joint arrangement in conjunction with the County Boroughs of Caerphilly, Bridgend, Merthyr, Rhondda Cynon Taff and South Wales Fire Service, with Caerphilly being the lead Authority.
- 2.2 The arrangement is open to all departments within each Authority to utilise the service, however, the main users are residential care homes.

3. LINKS TO STRATEGY

- 3.1 The report links with the aims and objectives of the authority in regards to:

Collaboration
Procurement

4. THE REPORT

- 4.1 The above arrangement is a Residual B Service and therefore is exempt from certain aspects of the EU procurement directives. In order to establish competition and address development of market involvement, an advertisement was placed on the Buy4Wales web-site inviting potential providers to express an interest in the tendering process.
- 4.2 The project team consisted of nominated officers from each organisation.
- 4.3 Prior to the commencement of the procurement process, the Project Team agreed that the award strategy for this arrangement would be lowest cost offer to tender specification.

4.4 Due to the geographical area's involved within the tender specification, it was decided that the arrangement would be divided into lots, each lot reflecting each Authority's requirements and pricing schedule.

4.5 Offers were invited from seven companies with submissions received from one, as follows:

<u>COMPANY NAME</u>	<u>ESTIMATED COST PER ANNUM (EXCL VAT)</u>
Snow White Laundries	£68,732.74

4.6 For information the following companies declined to tender:

- John Apparelmaster
- In a Spin
- Clive Farrant
- SAI Laundry Services
- E-Linen Ltd
- Glyn-neath Laundry Services

4.7 The companies who did not respond were contacted and all six advised that they were unable to meet the full service required as stated within the tender specification.

5. FINANCIAL IMPLICATIONS

5.1 The overall annual value for this arrangement with Snow White Laundries is estimated at £68,732.74 per annum.

6. PERSONNEL IMPLICATIONS

6.1 There are no personnel implications.

7. CONSULTATIONS

7.1 Consultation has taken place and comments and views are reflected within the report.

8. RECOMMENDATIONS

8.1 Policy and Resources Scrutiny Committee note the information contained within the report and actions undertaken by the Head of Procurement and Head of Corporate Finance (S.151 officer).

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Background Papers: File Reference: CCBC/PS612/09/HS
EU Procurement Directives
Standing Orders for Contracts