



POLICY AND RESOURCES SCRUTINY COMMITTEE – 8TH JUNE 2010

SUBJECT: PROVISION OF CONSULTANCY SERVICES TO DELIVER GELLIGAER ROMAN PROJECT

REPORT BY: DIRECTOR OF CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to advise Scrutiny Committee of the tender process undertaken for the provision of consultancy services to deliver Gelligaer Roman Project on behalf of the Communities First Partnership as per standing order 11.02.
- 1.2 To advise on the actions undertaken by the Head of Procurement and Head of Corporate Finance (S.151 officer) in awarding the contract to Can Do Team.

2. SUMMARY

- 2.1 Funding was received from the following areas in order to undertake the procurement process and to proceed with the service.
 - Rural Development Programme.
 - Heritage Lottery Funding
- 2.2 The tender process was undertaken in conjunction with Tourism and Communities First Partnership.
- 2.3 The arrangement is a one off purchase.

3. LINKS TO STRATEGY

- 3.1 Procurement is a discipline, which impacts many of the corporate strategies due to the diverse association with each directorate.

4. PROCUREMENT PROCESS

- 4.1 Prior to the commencement of the procurement process, the project team adopted the most economically advantageous strategy for the award of contract, based on the following criteria:

Quality 60	Price 40
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- 4.2 The project team consisted of Officers from the Authority and the Gelligaer and Pen-y-Bryn Community Partnership.

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

<u>Company Name</u>	<u>Total Cost (Incl. Vat)</u>
Can Do Team	£115,500.00

4.4 For information the following companies declined to tender:

Town and Landscape	GKA	Letha Consultancy
Wye Knot Tourism	Chris Ledbury	Park and Heritage and Tourism

4.5 Companies were contacted to ascertain why they did not respond to the tender. Following discussions it was found that the majority had not tendered due to other work pressures and commitments at that time and therefore they were unable to provide a tender response.

4.6 The Can Do Team scored overall as follows:

<u>Company</u>	<u>Score</u>
Can Do Team	82.00

4.7 The contract was awarded to Can Do Team who is a local Small Medium Enterprise based in Abergavenny.

5. FINANCIAL IMPLICATIONS

5.1 The total amount of funding received for the project is £115,500.00 including VAT.

5.2 Can Do Team can deliver all aspects of the project within the budget at a total cost of £115,500.00 including VAT. For information the budget was included within the tender documentation.

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/PS659/09/HS

Standing Orders for Contracts