

**WEST DUNBARTONSHIRE COUNCIL**  
**Report by Executive Director of Corporate Services**  
**Tendering Committee – 28 July 2009**

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**Subject: Tender for the Supply of Paint, Wallpaper and Sundries**

**1. Purpose**

- 1.1** This report seeks Committee approval to award a contract for the supply of paint, wallpaper and sundries under joint purchasing arrangements in place between West Dunbartonshire, Inverclyde and East Renfrewshire Councils.

**2. Background**

- 2.1** In 2005, a purchasing alliance was formed between West Dunbartonshire, Inverclyde and East Renfrewshire Councils to undertake collaborative tendering for three commodity groups i.e.

- Ironmongery, fasteners and sealants
- Paint, wallpaper and sundries, and
- Glass, double glazed units and sundries

- 2.2** A minute of agreement was drawn up outlining the terms of the joint purchasing arrangements. This was approved and signed by the Heads of Legal Services in all three Councils. The minute of agreement made provision for each of the three authorities to take the lead in tendering the commodities as follows:

- Ironmongery – East Renfrewshire
- Paint – West Dunbartonshire Council
- Glass - Inverclyde

- 2.3** A request for approval to tender was agreed by the Tendering Committee on 5 February 2009. The current contract for paint supplies, wallpaper and sundries concludes on 30 June 2009.

- 2.4** An advert was placed in OJEU on 1 April 2009 and in The Herald on 8 April 2009 with a tender return date of 25 May 2009.

### **3. Main Issues**

**3.1** 15 companies expressed an interest in this tender. On the closing date, 5 tenders were submitted from the following companies:

- Cromwell Tools Ltd, 65 Chartnell Dr, Wigston, Leicester, LE78 2FS
- Crown Paints Ltd, PO Box 37, Crown House, Hollins Rd, Darwen, Lancashire, BB3 0BG
- South West Paint supplies Ltd, 110 Glasgow Rd, Rutherglen, Glasgow, G73 1UU
- Dulux Decorator centres, Manchester Rd, Altincham, Cheshire, CW2 8HL
- PPG Architectural Coatings UK Ltd, Huddersfield Rd, Birstall, Batley WF17 9XA

**3.2** The five valid tenders have been comprehensively evaluated by the Corporate Procurement Unit on the following criteria:

Financial 70%,

Quality 10%

Service 10%

Administration 10%

**3.3** The completed evaluation matrix is attached for information at Appendix 1 from which it can be seen that Suppliers 1, 4 and 5 are the preferred bidders.

### **4. Personnel Issues**

**4.1** There are no personnel issues.

### **5. Financial Implications**

**5.1** The completed tender pricing matrix is attached for information at Appendix 1, table 2, from which it can be seen that suppliers 1, 4 and 5 are the most competitive tenderers offering best value to the three Councils in the purchasing alliance.

**5.2** Based on historical spend patterns, it is anticipated that this contract will provide an estimated £6,000 saving for West Dunbartonshire Council.

### **6 Risk Analysis**

**6.1** If the contract is not approved, the existing suppliers will be able to supply the materials, however, the prices will be subject to fluctuation. Having a contract in place enables the prices to be set for a fixed period of 12 months and a formal price review mechanism to be put in place.

## **7. Conclusions & Officer's Recommendations**

**7.1** The tendering process has successfully identified suppliers that can provide the overall best service at a competitive price for the three Councils over the period of the contract.

**7.2** The Committee is invited to approve the award of the contract under a framework arrangement to Cromwell Tools Ltd, Dulux Decorator Centres and PPG Architectural Coatings Ltd for a period of 2 years, with the option to extend for a further 1 year.

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**Joyce White**  
**Executive Director of Corporate Services**  
**Date: 30 June 2009**

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**Person to Contact:** Kevin McGrath, Corporate Procurement Officer  
Telephone 01389 737864

**Appendices:** Appendix 1  
Table 1 – Award Criteria Summary Scores  
Table 2 – Tender Pricing

**Background Papers:** None

**Ward Affected:** All

## Appendix 1

**Table 1**

### Award Criteria Summary Scores

Award criteria	Supplier 1	Supplier 2	Supplier 3	Supplier 4	Supplier 5
Financial 70%	62.54	62.2	55.66	62.18	70
Service 10%	10	5.71	5.71	7.14	8.57
Quality 10%	10	8.33	10	10	10
Admin 10%	10	10	5.71	10	10
<b>Total</b>	<b><u>92.54</u></b>	<b><u>86.24</u></b>	<b><u>77.08</u></b>	<b><u>89.32</u></b>	<b><u>98.57</u></b>

**Table 2**

### Tender Pricing

Pricing	Supplier 1	Supplier 2	Supplier 3	Supplier 4	Supplier 5
Lot 1 Paints	£67,763.20	£60,707.62	£71,609.35	£53,155.62	£42, 682.22
Lot 2 Sundries	£37,715.09	£45,351.74	£46,908.02	£52,931.80	£51,558.02
<b>Total</b>	<b><u>£105,478.29</u></b>	<b><u>£106,059.36</u></b>	<b><u>£118,517.37</u></b>	<b><u>£100,063.64</u></b>	<b><u>£99,636.64</u></b>