

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Housing, Environmental and Economic Development

Tendering Committee: 19 January 2011

**Subject: Tenders for the Supply and Delivery of uPVC Windows and
Doors for West Dunbartonshire Council.**

1. Purpose

- 1.1** To advise the Committee of tenders received for the supply and delivery of uPVC Windows and Doors for West Dunbartonshire Council.

2. Background

- 2.1** The Tendering Committee held on 24 March 2010, considered a report and approved the initiation of a tendering exercise.
- 2.2** The existing contract expired on the 31 December 2010.

3. Main Issues

- 3.1** The tender will supply windows and doors to support the ongoing maintenance of the Council's housing stock.
- 3.2** Following approval the tender was published 27 August 2010 on the Official Journal of the European Union (OJEU) for companies to register interest in receiving tender documents; contract notice 254981-2010.
- 3.3** Twenty seven notes of interest were recorded of which nine returned completed tender documents.
- 3.4** Tender returns were evaluated on the selection criteria of 60% financial, 25% service and 15% quality and six companies were rejected for failing to meet the selection criteria.
- 3.5** The tenders from Avonholm Windows Ltd, Sidey Ltd and Wrekin Windows were checked arithmetically and presented good value; adjustments were made where appropriate in accordance with the code of tendering procedures.
- 3.6** It is proposed to let the contract from date of letter of acceptance until 17 June 2012 with an option to extend for a further 12 month period; any extension would be subject to HEED committee approval.

- 3.7 The successful contractor will measure, manufacture and deliver uPVC windows and doors, as directed by the Council; installation will continue to be carried out by the in house repairs service.
- 3.8 The successful contractor will meet the appropriate level of service required as set out in the contract including quality assurance, response times, information, health and safety, equality and diversity; liability and indemnity.
- 3.9 Appendix (a) comprises evaluation scoring summary information.

4. People Implications

- 4.1 The contract is of a specialist nature and therefore there are no personnel issues.

5. Financial Implications

- 5.1 The anticipated annual expenditure will be in the region of £130,000; costs will be met from the Housing Maintenance Trading Account budget.
- 5.2 Anticipated savings on previous contract are expected to be in the region of £27,000 per annum – see appendix (b) saving estimate

6. Risk Analysis

- 6.1 Failure to award this contract may impact negatively on HMTO's ability to deliver an efficient and effective service.

7. Equalities Impact

- 7.1 No significant issues were identified in a screening for potential equality impact of this report.

8. Conclusions and Recommendations

- 8.1 The Committee is invited to approve the award of a measured term contract to Sidey Ltd for supply and delivery of uPVC Windows and Doors for West Dunbartonshire Council.

Elaine Melrose
Executive Director of Housing, Environmental and Economic
Development
Date: 7 January 2011

Persons to Contact: Stephen McGonagle - Maintenance and Repairs Manager, Overburn Avenue, Dumbarton, e-mail: stephen.mcgonagle@west-dunbarton.gov.uk, telephone: 01389 608338
Martin Feeney – Maintenance Coordinator, email: martin.feeney@west-dunbarton.gov.uk, telephone: 0141 562 2381

Appendices: (a) Evaluation Scoring Matrix
(b) Savings Estimate

Background Papers: Tender committee report: Tender for the provision of a contract for the Manufacture and Supply of uPVC Doors, Windows and Screens 24 March 2010

Wards Affected: All