

# Agenda



## Tendering Committee

**Date:** Wednesday, 11 November 2020

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**Time:** 09:15

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**Format:** Zoom Video Conference

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**Contact:** Scott Kelly, Committee Officer  
Email: [scott.kelly@west-dunbarton.gov.uk](mailto:scott.kelly@west-dunbarton.gov.uk)

Dear Member

Please attend a meeting of the **Tendering Committee** as detailed above.

The Convener has directed that the powers contained in Section 43 of the Local Government in Scotland Act 2003 will be used and so Members will attend the meeting remotely.

The business is shown on the attached agenda.

Yours faithfully

**JOYCE WHITE**

Chief Executive

**Distribution:**

Councillor J. Finn (Chair)  
Councillor G. Casey  
Councillor I. Dickson (Vice Chair)  
Councillor D. Docherty  
Provost W. Hendrie  
Councillor M. McNair  
Councillor L. O'Neill  
Councillor B. Walker

All other Councillors for information

Strategic Director - Transformation & Public Service Reform  
Strategic Lead - Regulatory

Date of Issue: 29 October 2020

**TENDERING COMMITTEE**  
**WEDNESDAY, 11 NOVEMBER 2020**

**AGENDA**

**1 APOLOGIES**

**2 DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**3 MINUTES OF PREVIOUS MEETING 5 – 6**

Submit, for approval as a correct record, the Minutes of Meeting of the Tendering Committee held on 21 October 2020.

**4 OPEN FORUM**

The Committee is asked to note that no open forum questions have been submitted by members of the public.

**5 CONTRACT AUTHORISATION REPORT FOR THE PROVISION OF BANKING SERVICES FOR WEST DUNBARTONSHIRE COUNCIL AND WEST DUNBARTONSHIRE LEISURE TRUST To Follow**

Submit report by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Provision of Banking Services for West Dunbartonshire Council and Dunbartonshire Leisure Trust.



**TENDERING COMMITTEE**

At a Meeting of the Tendering Committee held by video conference on Wednesday, 21 October 2020 at 9.15 a.m.

**Present:** Provost William Hendrie and Councillors Gail Casey, Ian Dickson, Diane Docherty, Jim Finn and Lawrence O'Neill.

**Attending:** Angela Wilson, Strategic Director – Transformation and Public Service Reform; Annabel Travers, Procurement Manager; Derek McLean, Business Partner – Strategic Procurement; and Scott Kelly, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Marie McNair and Brian Walker.

**Councillor Jim Finn in the Chair**

**DECLARATIONS OF INTEREST**

It was noted that there were no declarations of interest in any of the items of business on the agenda.

**MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Tendering Committee held on 9 September were submitted and approved as a correct record.

With reference to the item under the heading 'Contract Authorisation Report – Provision of Roundabout Advertising' it was noted that a further report in relation to this matter would be submitted to a future meeting of the Tendering Committee once relevant planning matters were resolved.

**OPEN FORUM**

The Committee noted that no open forum questions had been submitted by members of the public.

## **CONTRACT AUTHORISATION REPORT – MOBILE VOICE AND DATA SERVICES**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the direct award of the contract for Provision of Mobile Voice and Data Services, subject to the final compliance documents being reviewed and signed off in accordance with the terms of the contract.

After discussion and having heard the Business Partner – Strategic Procurement and the Strategic Director in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for Provision of Mobile Voice and Data Services to Vodafone Ltd; and
- (2) to note: (i) that the contract shall be for a period of two years and at a value of £121,542, with the option to extend for a further 12 month period and at a three year value of £168,906, excluding VAT; (ii) that this value also reflects provision for additional Access Point Name (APN) services which was currently being considered by ICT; and (iii) that the estimated commencement date of the contract was 1 November 2020.

## **CONTRACT AUTHORISATION REPORT – THE REPLACEMENT OF WIDER AREA NETWORK END OF LIFE SWITCHES**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude the award of the contract for the Replacement of Wider Area Network (WAN) End of Life Switches.

After discussion and having heard the Business Partner – Strategic Procurement, the Strategic Director and the Procurement Manager in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude, on behalf of the Council, the award of the contract for the required Replacement of WAN Switches to Capita Business Services Ltd; and
- (2) to note: (i) that the contract shall be for a maximum period of 12 months and at a value of £103,272, excluding VAT; and that the estimated commencement date of the contract would be later than the date stated in the report, 22 October 2020, in view of the need for documentation to be reviewed by Legal.

The meeting closed at 9.40 a.m.