

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 8 June 2022**

Subject: Contract Authorisation Report – Citrix Netscaler Licenses**1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of the contract for Citrix Netscaler Licenses.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Citrix Netscaler Licenses to Boxxe Limited; and
 - a) Note that the contract shall be for a maximum period of 12 months and at a value of £199,025 ex VAT. The estimated commencement date of the contract is 1 July 2022.

3. Background

- 3.1** The Council has a requirement to renew the existing Citrix Licences to allow continued use of the existing Citrix Xendesktop environment to facilitate flexible and mobile working practice. It is also required to support projects such as the Office Rationalisation project. The current contract is with XMA Limited.
- 3.2** The budget for Citrix Netscaler Licenses was approved at the Corporate Service Committee on 23 February 2022. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Procurement Regulations. A Contract Strategy was also approved on 7 April 2022.

4. Main Issues

- 4.1** The Contract Strategy identified that a reverse e-auction – online and in real time, under a Crown Commercial Services (CCS) framework agreement (FA) for Technology Products & Associated Services RM6068, Lot 3 – Software and Associated Services, was the best route to market for Citrix Netscaler Licenses.
- 4.2** On 25 April 2022, two compliant bids were received from Boxxe Limited and XMA Limited, which assessed their Quality scores (10%). Utilising each bidder's Quality scores (10%), an e-auction was then held on 28 April 2022 which further assessed their Price scores (90%):

	Weighting	Boxxe Limited	XMA Limited
Best Value	(10%)	5%	7.5%
Quality Sub-Total %:	(10%)	5%	7.5%
Price Sub Total £	-	£199,025	£243,406.02
Price Sub Total %	(90%)	90%	73.59%
Total Score	100%	95%	81.09%

4.3 It is recommended that the contract is awarded to Boxxe Limited, of East Moor House, Green Park Business Centre, Goose Lane, Sutton on the Forest, York, YO61 1ET who provided the most economically advantageous offer. The contract shall be for a maximum period of 12 months at a value of £199,025 ex VAT. The value of the contract is above the value approved by the Corporate Services Committee (£194,800) and the extra funding will be provided from within the Computer Software budget.

4.4 Boxxe Limited has committed to paying all staff as a minimum the real Living Wage (£9.90 per hour) and promotes Fair Working Practices across their organisation. There are no specific social benefits associated with this contract, however further social benefits will be discussed with Boxxe Limited and any actions to take any social benefits forward will be agreed and will be monitored as part of the Contract and Supplier Management Policy.

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of this contract will be met from the approved revenue budgets of ICT Services.

7. Risk Analysis

7.1 Failure to implement a Citrix Netscaler renewal will leave the Council staff with no access to continue with Remote and Flexible Working.

7.2 Boxxe Limited has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

8.1 An equalities impact assessment screening was undertaken by the ICT Services which determined a full equalities impact assessment was not required.

9. Consultation

9.1 Consultation has taken place with ICT Services, Finance Services and Legal Services.

10. Strategic Assessment

10.1 The Provision of Citrix Netscaler Licenses will contribute to the delivery of the Council's strategic priorities by supporting the provision of efficient and effective frontline services that improve the everyday lives of residents.

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Designation: Chief Officer – Supply, Distribution and Property

Date:

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Appendices: None

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: None

