

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.

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Development
Date: 7 January 2011

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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