

## WEST DUNBARTONSHIRE COUNCIL

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

Tendering Committee: 10 December 2008

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**Subject: Periodic Inspection & Testing of Electrical Installations Contract  
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#### **1. Purpose**

- 1.1** To advise the Committee of tenders received for Periodic Inspection & Testing of Electrical Installations - Contract 7, and to seek approval to accept the most economically advantageous tender.

#### **2. Background**

- 2.1** Tenders for the project were received on 7 November 2008 from three contractors.

#### **3. Main Issues**

- 3.1** The work comprises the inspection, testing and reporting of electrical installations within a variety of Council operated premises.

#### **4. Personnel Issues**

- 4.1** Design and Quantity Surveying services are being carried out in-house by the Architectural Services Section of Housing, Environmental and Economic Development.
- 4.2** CDM Regulations compliance is being undertaken by CDM Scotland Ltd. who were appointed to act as CDM Coordinator for the Council.

#### **5. Financial Implications**

- 5.1** The two lowest tenders have been checked arithmetically and represent good value by current pricing levels and can be accommodated within the General Services Budget. Adjustments have been made where appropriate in accordance with the code of tendering procedure (see Appendix 1 - Statement of Tenders Received).

## **6. Risk Analysis**

- 6.1** Failure to carry out this work could result in the Council being in contravention of the Health & Safety at Work Act 1974, and specifically the Electricity at Work Regulations 1989. Furthermore, all other safety risks have been fully considered in the contract documentation and appropriate measures will be incorporated in the construction phase health and safety plan for the project in accordance with the CDM Regulations 2007.

## **7. Conclusions**

- 7.1** The works included in this contract will enable the Council to ensure compliance with the Health & Safety at Work Act 1974, and specifically the Electricity at Work Regulations 1989 for those properties due for testing in this contract.

## **8. Recommendation**

- 8.1** **The Committee is invited to approve the awarding of the contract to A Burgoyne in the amount of £47,603.18 as the most economically advantageous tender.**

**Elaine Melrose**

**Executive Director of Housing, Environmental and Economic Development**

**Date: 10 December 2008**

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**Appendices:** Form ST/1 - Statement of Tenders Received

**Background Papers:** None

**Ward Affected:** All