

## TENDERING COMMITTEE

At a Meeting of the Tendering Committee held in the 'The Brock' Meeting Room, Council Offices, 16 Church Street, Dumbarton on Wednesday, 4 December 2019 at 9.30 a.m.

**Present:** Provost William Hendrie and Councillors Ian Dickson, Diane Docherty, Lawrence O'Neill and Brian Walker.

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

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Finn and Marie McNair.

**Councillor Ian Dickson in the Chair**

### DECLARATION OF INTEREST

Councillor Docherty declared a financial interest in relation to the item 'Contract Authorisation Report – Accommodation Based Services for People with Learning Difficulties', being an employee of Key Housing Association, and advised that she would leave the meeting during consideration of that item.

### MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Tendering Committee held on 13 November 2019 were submitted and approved as a correct record.

### OPEN FORUM

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

## **CONTRACT AUTHORISATION REPORT – PROVISION OF FUEL CARDS AND ASSOCIATED 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 award of the contract for the Provision of Fuel Cards and Associated Services.

Having heard the Business Partner – Strategic Procurement in further explanation of the report and in answer to 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 the Provision of Fuel Cards and Associated Services to UK Fuels Limited; and
- (2) to note that the contract shall be for a period of two years from 1 January 2020 with an option to extend for a further two 12 month periods until 31 December 2023, and that the overall estimated value of the contract over four years was £672,000, excluding VAT.

Note: Having earlier declared an interest in the following item of business, Councillor Docherty left the meeting at this point.

## **CONTRACT AUTHORISATION REPORT – ACCOMMODATION BASED SERVICES FOR PEOPLE WITH LEARNING DIFFICULTIES**

A report was submitted by the Strategic Director – Transformation and Public Service Reform seeking approval to authorise the Strategic Lead – Regulatory to conclude direct award contracts for Accommodation Based Services for People with Learning Difficulties.

Having heard the Senior Procurement Officer in explanation of the report, the Committee agreed:-

- (1) to authorise the Strategic Lead – Regulatory to conclude the 106 direct award contracts on behalf of the West Dunbartonshire Health and Social Care Partnership to Key Housing Association, as detailed in Appendix 1 to the report, for Accommodation Based Services for People with Learning Difficulties; and
- (2) to note: (i) that the estimated value would be £3,303,492.40, excluding VAT, for a period of 12 months; (ii) that the values may be subject to change as care needs change over the contract period; and (iii) that the commencement dates of the contracts would be no later than 23 December 2019.

The meeting closed at 9.38 a.m.