

## **WEST DUNBARTONSHIRE COUNCIL**

### **Report by Director of Housing, Regeneration and Environmental Services**

**Tendering Committee: 14 June 2006**

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**Subject: Tender for Replacement of Furniture/White Goods for Homeless Units**

#### **1. Purpose**

- 1.1** The purpose of this report is to seek Committee approval to award the contract for the replacement of furniture/white goods for the Council's 240 homeless units.

#### **2. Background**

- 2.1** At the 31 August 2005 Tendering Committee a report was submitted requesting homologation of the action taken by the Director in issuing tenders for the replacement of furniture/white goods for the Council's 240 homeless units.
- 2.2** The Department requires to replace furniture/white goods within the Council's 240 homeless units on a fairly regular basis and to date it has been the practice to use one company, Absolute Furnishings Ltd, whose prices are very comparable to ABC Consortium's prices.

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

- 3.1** The estimated annual cost of replacing furniture/white goods for the homeless units is approximately £200,000 to £250,000, and is funded from Homeless grants received from Community Scotland. The items range from cutlery to washing machines and are an essential element in the Council's approach to its homelessness strategy. In terms of the Council's Standing Orders, it is necessary to seek tenders for the supply of these goods.
- 3.2** The Tendering process commenced with the submission of contract notices to the Official Journal of the European Union (OJEU) on 18 August 2005.
- 3.3** The invitation to tender framework agreement stated that the contract following on from the tender would be a framework agreement, established for an anticipated period of three years with an allowance for two extensions of one year each at the Council's sole discretion.
- 3.4** In all seven tenders were received but three were deemed to be non compliant. The companies who returned tenders are listed under the Background Papers at the end of this report.

3.5 The remaining four tenders were subject to a robust tender scoring exercise which was completed by officers of the then Housing and Technical Services Department and the Department of Legal and Administrative Services.

3.6 The tender scoring exercise awarded points for the following criteria:-

- a) Total cost to the Council.
- b) Ability to meet obligations timeously.
- c) Relevant references, experience and reputation.
- d) Ability to respond to/meet long term obligations.
- e) Compliance with specification and terms and conditions.
- f) Value added.

3.7 The result of the tender scoring exercise for the four compliant tenders was as follows:-

Absolute Furnishings Ltd	267
The Furnishing Services Ltd	229
CF Services	170
S.D.A. (Scotland) Ltd	107

3.8 As can be seen, the result of the tender scoring exercise was that Absolute Furnishings Ltd scored the highest number of points and are being recommended for the contract.

#### 4. Financial Implications

4.1 The cost of this contract is around £250,000 and is funded from Homeless grants received from Communities Scotland.

#### 5. Personnel Implications

5.1 There are no personnel implications.

#### 6. Recommendation

6.1 **The Committee is asked to agree that Absolute Furnishings Ltd be awarded the contract for the replacement of furniture/white goods for the Council's 240 homeless units.**



**David McMillan**  
**Director of Housing, Regeneration and Environmental Services**  
**Date: 19 May 2006**

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**Wards Affected:** All

**Background Papers:** Tendering Committee – 31 August 2005  
Tender received from Absolute Furnishings Ltd  
Tender received from CF Services  
Tender received from W Crum & Sons  
Tender received from S.D.A. (Scotland) Ltd  
Tender received from The Furnishing Service  
Tender received from Vogue House Furnishings Ltd  
Tender received from Willbeck

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