

Agenda Item No 6(c)

DERBYSHIRE COUNTY COUNCIL

CABINET

16 November 2017

**Report of the Strategic Director for Commissioning, Communities
and Policy**

**SUPPLY OF WORKWEAR – CONTRACT AWARD
(COUNCIL SERVICES)**

1 Purpose of the Report

To seek Cabinet approval to award a contract for the Supply of Workwear. The proposed contract is for a period of two years, from 1 December 2017, with an option to extend for two further twelve month periods, up to a maximum duration of four years to 30 November 2021, subject to an annual performance review.

2 Information & Analysis

There is a requirement to put in place a contract for the supply of workwear clothing. Workwear is currently worn for Health and Safety, corporate branding and for Council employees to be identifiable to the general public. The contract will cover workwear requirements for departments within the Council.

Historically, the Council has used 6 different suppliers for workwear over the last year and it spends annually around £350k on procuring these goods.

A procurement exercise was undertaken and split into the following 4 Lots:

- Lot 1: Construction and Outdoor Workwear
- Lot 2: Catering and Personal Care Uniforms
- Lot 3: Corporate Office Wear
- Lot 4: School Crossing Patrol Uniform

An open tender process was undertaken utilising the Council's eTendering system. The tender was advertised for a contract value of £1.4m, over a maximum duration of four years, on the Source Derbyshire website, Contracts Finder and in the Official Journal of the European Journal (OJEU) on 29 June 2017, with a tender return date of 2 August 2017.

The proposed contract is open for use by all Council departments as well as the partner organisations as detailed below:

- Bolsover District Council
- Chesterfield Borough Council
- Derbyshire Dales District Council
- North-East Derbyshire District Council
- Chesterfield College
- Police and Crime Commissioner for Derbyshire
- Derbyshire Fire & Rescue Service

The following criteria and weightings were used to assess tender responses and the bids were evaluated based on the most economically advantageous tender (MEAT):

- 45% Price
- 50% Quality
- 5% Social Value

A total of 122 suppliers expressed an interest in the contract, following which 19 bids were received by the tender deadline of 2 August 2017. Out of those 19 bids, 2 suppliers were deemed non-compliant at the Selection Questionnaire stage. 3 suppliers were deemed non-complaint in meeting the Specification and the remaining 14 suppliers met the standards outlined in the Specification.

Only one bid was received for Lot 4 School Crossing Patrol Uniform, by Burlington Uniforms Ltd. This bid however was deemed non-compliant due to their products failing the sampling process. A new tender process will be undertaken for Lot 4, the outcome of which will be the subject of a report to a future Council Services Cabinet Member Meeting.

The total scores for each Lot are detailed below:

Supplier	Lot 1 Score %	Lot 2 Score %	Lot 3 Score %
1 st Coverall Company Ltd	88.40	81.72	No Bid
A & J Designs (Staffs) Ltd	35.19	No Bid	No Bid
Arco Ltd	68.86	No Bid	75.26
Arden Winch & Co Ltd	79.53	72.31	84.09
Bunzl UK Ltd t/a Bunzl Greenham	49.07	56.93	65.00
Bunzl UK Ltd t/a National Safety Supplies	61.96	No Bid	No Bid
Burlington Uniforms Ltd	48.50	66.47	68.75
Evolve Corporate Ltd t/a PK Safety	51.20	No Bid	No Bid
Image@work Ltd	No Bid	56.08	No Bid
Scott Direct	53.98	55.61	No Bid
Simon Jersey	52.70	No Bid	81.67
Simply Uniform	No Bid	52.24	56.78
Stax Trade Centres plc	68.00	67.00	No Bid
T King Associates Ltd	47.70	No Bid	No Bid

3 Financial Considerations

The contract was advertised with an anticipated total annual Council spend of £350k amounting to a total spend of £1.4m over four years. The costs associated with this contract will be met from existing departmental budgets.

The contract will be reviewed and monitored on a regular basis to ensure savings are being delivered.

4 Legal Considerations

The Director of Legal Services is satisfied that, on the basis of the information contained in this report, the contract can be awarded in accordance with the Council's Financial Regulations.

5 Social Value Considerations

Social Value formed part of the tender assessment criteria and a scored question, equating to 5% of the overall tender assessment, formed part of the bid requirements. All bidders were scored on the social value or added value their organisation could bring to the contract.

1st Coverall Company Ltd have indicated that they will provide free-of-charge clothing to be worn by volunteers taking part in community initiatives up to a value of £5k and provide a collection and donation scheme, whereby all garments that are no longer fit for purpose for the Council will be collected free of charge, minor alterations carried out and donated to a local charity nominated by the Council. Logos and branding are always removed prior to garments being donated, and any garments which cannot be donated (e.g. if branding cannot be removed, or if garments are not wearable by third parties) are instead recycled.

Arden Winch & Co Ltd have indicated they will provide 100 high viz waistcoats to volunteers marshalling charitable events, provide sponsorship for children and young people's activities and support careers fayres in Derbyshire.

6 Other Considerations

In preparing this report the relevance of the following factors has been considered; prevention of crime and disorder, equality and diversity, human resources, environmental, health, property and transport considerations.

7 Background Papers

Held on file within Corporate Procurement, at County Hall. Officer details – Stuart Etchells, ext: 38204

8 Key Decision

Yes

9 Call-In

Is it required that call-in be waived in respect of the decisions proposed in the report?

No

10 Officer's Recommendation

That Cabinet approves the award of a contract for the Supply of Workwear to the following providers for a period of two years from 1 December 2017, with an option to extend for two further twelve month periods, up to a maximum duration of four years to 31 November 2021, subject to an annual performance review for a total contract value of £1.4m:

Lot 1: Construction and Outdoor Workwear to **1st Coverall Company Ltd;**
Lot 2: Catering and Personal Care Uniforms to **1st Coverall Company Ltd;**
Lot 3: Corporate Office Wear to **Arden Winch & Co Ltd.**

EMMA ALEXANDER

STRATEGIC DIRECTOR FOR COMMISSIONING, COMMUNITIES AND
POLICY