

Agenda Item No 7(e)

DERBYSHIRE COUNTY COUNCIL

CABINET

25 April 2017

Report of the Strategic Director of Corporate Resources

**PROVISION OF CONTRACTS FOR THE SUPPLY, REPAIR AND
MAINTENANCE OF COMMERCIAL REFRIGERATION AND FREEZERS
(COUNCIL SERVICES)**

1 Purpose of the Report

To seek Cabinet approval to undertake two procurement exercises to establish contracts covering the (i) supply and (ii) repair and maintenance of commercial refrigeration and freezers. Each contract will be for a period of two years, with an option to extend for two further periods of 12 months.

2 Information and Analysis

There is a requirement to put in place two contracts covering the supply and repair and maintenance of commercial refrigeration and freezers for use by all Council departments, schools and behalf of other public authorities named in this report. Historically, the Council has used a number of suppliers to supply, repair and maintain commercial fridges and freezers over the last 30 years and it spends annually around £180,000 (including schools) on procuring this service.

It is proposed to undertake a formal tender process for each of the contracts with a contract term of up to a maximum of four years. The successful suppliers will be the tenderers who best meet the Council's requirements in regard to price, social value and technical ability in providing the service.

The contracts will also be procured on behalf of the Council, Derby City Council, Bolsover District Council, North East Derbyshire Council, Derbyshire Fire and Rescue Service and the Police and Crime Commissioner for Derbyshire, with the Council leading on the procurement.

3 Financial Considerations

The Council currently spends approximately £180,000 per annum on the supply, repair and maintenance of refrigeration and freezers across all departments and schools.

The total estimated cost of the both contracts will be met from existing Departmental budgets.

4 Legal Considerations

The procurement exercise in relation to the two contracts will be undertaken in accordance with the European Procurement Regulations 2015 and the Council's Financial Regulations.

5 Social Value Considerations

As part of the procurement process Social Value will be included and assessed within the tender documentation for each of the above contracts. The focus of Social Value proposals will be aligned with the nature of the area but where appropriate may include proposals covering enterprise and work placements for local schools, creation of apprentice opportunities, engagement of and commitment to use local suppliers and increased local employment.

6 Other Considerations

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

7 Background Papers

Working papers are held within the Corporate Procurement Team.

8 Key Decision

No.

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 commencement of two procurement exercises to establish contracts covering the (i) supply and (ii) repair and maintenance of refrigeration and freezers across the Council. Each contract will be for a period of two years, with an option to extend for two further periods of 12 months.

JUDITH GREENHALGH

Strategic Director of Corporate Resources