

Report of **ICT Infrastructure Manager**

Report to **Chief Information Officer**

Date: **3rd February 2015**

Subject: **Award of Contract for LCCITS140018 Data Network Hardware Maintenance, support, design, supply and implementation services (9LPB-AFRGZH)**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: Appendix 1 – Tender Evaluation Report	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of main issues

1. The Council has a contract with BT IT Services Ltd for the delivery of Data Network Hardware maintenance and supply.
2. The contract is due to expire on 31st March 2015 with no further options to extend.
3. This Council has undertaken a procurement for a contract to replace that which expires.
4. This report seeks approval to award a contract to BT IT Services Ltd to commence on the 1st April 2015 for a period of three years with the option to extend by one further period of 2 years.

Recommendations

5. The Chief Information Officer is recommended to approve the award of a contract to provide delivery of Data Network Hardware Maintenance, support, design, supply and implementation services in accordance with the provisions of Contract Procedure Rule 18 and subject to a voluntary 10 day standstill (Alcatel) period to BT IT Services Ltd.

1 Purpose of this report

- 2 This report seeks approval to award a contract to BT IT Services Ltd, for the provision of Data Network Hardware Maintenance, support, design, supply and implementation services. The proposed contract will commence on the 1st April 2015 for a period of three years, with an option to extend by one further period of 2 years.

3 Background information

- 3.1 The Council has a contract with BT IT Services Ltd for the delivery of the Data Network Hardware Maintenance, support, design, supply and implementation services. This contract expires on the 31st March 2015 with no further options to extend.
- 3.2 The Data and Voice Network under support includes hardware maintenance and technical support of networking and security devices covered under this agreement. Any item that develops a hardware fault is swapped out and returned to operational service with the SLA terms of the agreement.
- 3.3 In addition the contact provides for support, design and implementation services around the data and voice network.
- 3.4 A procurement exercise has been conducted under the Public Contract Regulations 2006 restricted procedure. Further information on the procurement exercise is contained in Appendix 1 – Tender Evaluation Report.
- 3.5 This report seeks approval to award a contract to BT IT Services Ltd for the provision of Data Network Hardware Maintenance, support, design, supply and implementation services to commence on the 1st April 2015 for a period of three years plus with the option to extend by one further period of 2 years.

4 Main issues

- 4.1 The Council requires a contract to be in place for supply of Data Network Hardware Maintenance, support, design, supply and implementation services equipment to ensure that key services continue to be delivered.
- 4.2 The existing contract expires on 31st March 2015.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 It is not considered that the content of this report or the recommendations made will have a significant impact on any particular ward or community and as such no consultations have taken place.
- 5.1.2 The evaluation team was comprised of five experienced officers from ICT Support & Infrastructure Services, with the relevant experience to assess the technical, operational and commercial aspects of the submission. Procurement support and moderation was provided by the ICT Strategic Sourcing team

5.2 Equality and Diversity / Cohesion and Integration

5.2.3 There are no Equality and Diversity / Cohesion and Integration Issues associated with this decision.

5.3 Council policies and City Priorities

5.3.1 The provision of a reliable data and telephone network supports the delivery of the Best Council plan.

5.4 Resources and value for money

5.4.1 The procurement was evaluated 60% on price and BT IT Services Ltd demonstrated their costs where competitive.

5.4.2 The proposed costs are in-line with planned budgets.

5.5 Legal Implications, Access to Information and Call In

5.5.1 The procurement was carried out using the Restricted Procedure of the Public Contract Regulations 2006.

5.5.2 This decision is not subject to call-in.

5.6 Risk Management

5.6.1 The contract will be managed in accordance with the contract management plan to be put in place following contract award.

6 Conclusions

6.1 The tender received from BT IT Services Limited has been adjudged to be the best received in both quality and cost.

7 Recommendations

7.2 The Chief Information Officer is recommended to approve the award of a contract to provide delivery of Data Network Hardware Maintenance, support, design, supply and implementation services in accordance with the provisions of Contract Procedure Rule 18 and subject to a voluntary 10 day standstill (Alcatel) period to BT IT Services Ltd.

8 Background documents¹

8.1 Appendix 1 – Tender Evaluation Report

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.