

**Report of**      **Head of Service Delivery, ICT**

**Report to**      **Chief Information Officer**

**Date:**          **01/05/2015**

**Subject:**        **Award of Contract for Supply of IT Resources (9PBG-BH7NID)**

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 currently has no contract for the provision of specialist technical ICT resources.
2. A procurement exercise has been completed for a framework agreement covering the supply of specialist IT resource both temporary and permanent.
3. Six suppliers have been selected for appointment to the framework.
4. This report seeks approval to award the Framework contract for a period of 4 years.

### Recommendations

5. The Chief Information Office is recommended to confirm the award of a framework for the supply of specialist IT resource in accordance with the provisions of Contract Procedure Rule 18 and subject to a voluntary 10 day standstill (Alcatel) period.

## **1 Purpose of this report**

1.1 This report is to seek approval to award a new framework contract for the supply of ICT technical resources

## **2 Background information**

2.2 The Council has no contract at present for the supply of specialist ICT technical resource

2.3 A delegated decision was taken in Sep 2014 to commence a procurement exercise (D41785)

## **3 Main issues**

3.1 The Council requires a contract to be in place for the provision of specialist IT resources.

3.2 A procurement exercise has been completed using Yortender with a PQQ and an ITT stage undertaken.

3.3 There were 22 suppliers submitting responses at the PQQ stage. Of the 22, 12 were progressed to ITT stage.

3.4 The Invitation to tender was published on 24<sup>th</sup> February 2015, with a return date of 25<sup>th</sup> March 2015, and sent to all eligible suppliers.

3.5 The ITT responses were scored by a panel of three staff from ICT with a consensus score on quality being reached through a moderated review meeting.

3.6 Final scores were awarded with a price/quality split of 60%/40%. Final evaluation scores are covered in Appendix A

3.7 This report seeks approval to award the Framework contract to the top 6 scoring suppliers for a period of four years. The suppliers being:

- Methods
- Parity
- Rullion
- LA
- Steria
- Experis

3.8 Procurement support and moderation was provided by PPPU category team.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

The evaluation team was comprised of experienced officers from ICT Services. All had the relevant experience to assess the operational and commercial aspects of the submission. Procurement support and moderation was provided by PPPU

### **4.2 Equality and Diversity / Cohesion and Integration**

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

### **4.3 Council policies and City Priorities**

The procurement of recruitment agencies via a framework agreement/preferred supplier list is aligned to LCC's recruitment and workforce planning initiatives and budget plans.

### **4.4 Resources and value for money**

The procurement has weighted price at 60% of total scoring.

### **4.5 Legal Implications, Access to Information and Call In**

This procurement was approved by the Deputy Chief Executive in accordance with the Contract Procedure Rules at the time the procurement commenced.

### **4.5 Risk Management**

The contract will be managed in accordance with the contract management plan.

## **5 Conclusions**

5.1 The top six scoring supplier responses (based on both quality and cost) will be appointed to the framework agreement.

## **6 Recommendations**

6.1 The Chief Information Officer is recommended to confirm the award for a framework contract to provide IT resources, with six suppliers appointed to the framework, in accordance with the provisions of Contract Procedure Rule 18. The contract will run for a period of 4 years with the suppliers appointed to the framework being:

- Methods
- Parity
- Rullion

- LA
- Steria
- Experis

## 7 **Background documents<sup>1</sup>**

### **CONFIDENTIAL - Tender Evaluation Report**

The Tender Evaluation Report contains commercially sensitive information and as such will not be published.

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1.1 <sup>1</sup> 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.