

# Award of the framework agreement for 57809 The Provision of Veterinary Services – Lot 1, Exotic Animals to IZVG LLP

Date: 13<sup>th</sup> October 2022

Report of: Parks Technical Officer

Report to: Chief Officer Parks & Countryside

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

## Brief summary

- A competitive procurement process has been conducted to establish contracts for the provision of Veterinary Services for Leeds City Council's, Parks and Countryside service two licensed zoo collections at Tropical World (Roundhay Park) and Lotherton Wildlife World (Lotherton Hall) and the rare breeds and traditional farm animals farm Home Farm (Temple Newsam). The three collections house a variety of rare, exotic and domestic animals.
- The procurement will put in place the provision of Veterinary Services for Lot 1, Exotic Animals. No suitable tenders were received for Lot's 2 (domestic & small animals), 3 (farm animals) & 4 (equines) therefore, a separate exercise will be carried out to considered suitable procurement options for these lots going forward.
- The procurement has been concluded following a pre-approved evaluation process as outlined in the Instructions for Tendering. IZVG LLP are recommended for award for Lot 1 – Exotic Animals.
- IZVGLLP was the only tender submission received for this lot. They did however meet the minimum quality thresholds and submitted acceptable prices. The Chief Officer Parks & Countryside is recommended to approve the award of contracts on this basis.

## Recommendations

- a) The Chief Officer Parks & Countryside is recommended to note the content of this report and approve the award of contract for the Provision of Veterinary Service, Lot 1 Exotic Animals to IZVG LLP.
- b) The estimated total value of the contract is £240k.
- c) The contract will commence on 1st October 2022 and shall end on 30th September 2026.

## What is this report about?

- 1 As per decision D52366, which provided authority to procure the provision of veterinary services for Tropical World, Lotherton Wildlife World and Home Farm, a competitive open tender opportunity was published on 12<sup>th</sup> August 2022 via the Council's electronic tendering system YORtender, inviting bids from any interested veterinary practices. The initial tender deadline was extended by 1 week to allow time for further bidder interest and the tender closed on 14<sup>th</sup> September 2022 and the Council received 1 bid submission in relation to Lot 1 (Exotic Animals) and 1 bid submission in relation to Lot 3 (Farm animals) by the deadline set.
- 2 The tender was evaluated on a quality / price separated basis as set out in the Tender Instructions, with contracts to be awarded to the tenderer who met the minimum quality thresholds and submitted the lowest price. The bid submission in relation to Lot 3 was deemed non-compliant as they had not followed the Tender Instructions. The bidder failed to submit any quality Method Statement responses to the relevant questions and therefore, in line with the Tender Instructions were not considered further. The submission received for Lot 1 was evaluated in line with the methodology as detailed within the Tender Instructions on a consensus basis by a panel of Officers from across the Parks and Countryside Service according to the previously agreed evaluation criteria. IZVG LLP submission for Lot 1 is recommended for award as they met the required quality threshold and submitted acceptable prices that were in line with the current rates paid and therefore, deemed value for money. The outcome of the Evaluation process is outlined in the attached Appendix 1 – Evaluation Matrix.
- 3 The tender was designed for bidders to be able to offer the Council the services we require whilst providing the Council with an additional layer of protection in terms of financial stability. If several suitable submissions had been received, we could have potentially appointed up to 4 contractors per lot. We are however happy that the chosen supplier will be sufficient to meet our needs.
- 4 As no successful submissions were received for Lots 2, 3 and 4, alternative procurement options will be considered.

## What impact will this proposal have?

- 5 The overall impact of this proposal is to deliver a continuation of effective and efficient veterinary care through appropriately contracted veterinary practices. The welfare of the animals and regular site visits by veterinary expertise is paramount to the running of the visitor attractions and the requirements of the zoo licence legislation.

## How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 6 The Vision for Leeds 2011 to 2030 is to be the best city in the UK by 2030. It has specific aims that the economy will be prosperous and sustainable and that all Leeds' communities will be successful, where there are high quality buildings, places and green spaces which are clean, looked after and respect the city's heritage.
- 7 Effective management of the animal collections will enable Parks and Countryside to sustain and grow existing revenue streams. The zoos also contribute to the priority of 'Improving educational attainment' through both active and passive learning experiences.
- 8 The main objectives of the animal collections are for educational and conservational purposes. Part of this objective is to teach and promote the importance of climate change.

## What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?       Yes                       No

- 9 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.

## What are the resource implications?

- 10 As a continuation of the existing arrangements the services under the framework have been adequately budgeted for over the duration of the contract.
- 11 The procurement will provide some financial stability for the essential services required through the added terms and condition of the contract.

## What are the key risks and how are they being managed?

- 12 If the recommendation to award as described within this report is not approved, then the Council will risk being in a position where no formal contractual arrangements are in place for a key requirement of the Parks and Countryside service.
- 13 It is imperative that reliable veterinary providers are available for the animal collections within the visitor attractions. The welfare of the animals and regular site visits by veterinary expertise is paramount to the running of the visitor attractions and the requirements of the zoo licence legislation. The risk of not having these services would result in the closure of the visitor attractions and therefore loss of valuable educational and conservational premises and revenue streams.
- 14 Conclusion of this procurement will provide a legally binding contract and the terms of this contract will protect the Council against adverse performance issues, health and safety concerns, as well as protecting the rates agreed. IZVG LLP's Supplier Selection Questionnaire SSQ has been vetted and deemed to have passed all requirements.

## What are the legal implications?

- 15 Officers from Procurement and Commercial Services have been consulted throughout this tendering exercise and as such all legislative requirements surrounding Public Procurements have been adhered to. The procurement exercise and evaluation has been undertaken in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules. An open and transparent process has been followed. Following evaluation, the panel believes that the contract should be awarded as set out in the recommendations of this report.
- 16 The decision is open for inspection through the Delegated Decision Process. This represents a Significant Operational Decision and will not be subject to call-in under the Council's constitution.
- 17 Note that by virtue of Access to Information Rules 10.4.(3) Appendix 1 attached to this report are restricted as confidential. This is on the basis that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information) which, if disclosed to the public, would, or would be likely to prejudice the commercial interests of that person or of the Council.**

**18 It is considered that the public interest in maintaining this information as exempt outweighs the public interest in disclosing the information, as disclosure may prejudice the outcome of the procurement process, whilst the details of the tender proposals within the appendices also contain the financial details/business affairs of individual companies.**

## **Options, timescales and measuring success**

### **What other options were considered?**

19 Not putting any formal arrangements in place would be an option but would leave the Council vulnerable to the risks identified above.

### **How will success be measured?**

20 Success will be measured as part of the contract management process

### **What is the timetable and who will be responsible for implementation?**

21 The start date for the contract awarded under this framework will be 1st October 2022.

## **Appendices**

- Confidential Appendix 1

## **Background papers**

- N/A