



BELFAST CITY COUNCIL

Report to:	Strategic Policy & Resources Committee
Subject:	Approval to seek Tenders
Date:	19 th August 2011
Reporting Officer:	Gerry Millar, Director of Property & Projects
Contact Officer:	G. Wright – Head of Facilities Management (Ext. 5206/2438)

Relevant background information

Members will be aware that, under the revised Scheme of Delegation, approval must be sought from the relevant Committee prior to inviting tenders for the supply of goods or services.

Members may also be aware that the Planned Maintenance Programme for all properties for the current financial year 2011/12 has been agreed. The necessary work will be delivered by a mix of in-house and specialist external resources, and consequently a number of tender exercises will be required as set out below.

Detailed specifications are to be prepared in order to permit the contracts to be let, and subject to Committee approval advertisements will be placed in the local press inviting applications for inclusion on a Select List.

Key Issues

Each of the resulting contracts will be on a fixed-price basis, and each relates to a specific package of work, with work commencement dates and contract duration to be agreed upon commissioning. Submissions will be evaluated in accordance with agreed evaluation criteria and in liaison with the Procurement Section where appropriate.

Resources Implications

Financial

Resources for this specialist work have been provided for within the operational revenue budget of the Property Maintenance unit. The approximate anticipated cost is **£505,000**.

Human Resources

There are no direct HR implications in respect of this report.

Asset & other implications

Having a range of experienced and efficient contractors available is an important factor in delivering effective property maintenance to the Council and in securing value for money.

Recommendations & Decisions

The Committee is recommended to approve the following:

- (a) to invite applications for inclusion on a Select List and the submission of Tenders in respect of the work packages as listed on Appendix A.

Key to Abbreviations

None.

Documents attached

Appendix A Schedule of tenders.