



Belfast City Council

Report to:	Strategic Policy & Resources Committee
Subject:	Delegated Authority regarding a tender exercise for the provision of a minibus/coach service
Date:	24 October 2008
Reporting Officer:	Gerry Millar, Director of Core Improvement
Contact Officer:	Valerie Cupples, Procurement Manager

Relevant Background Information

A report seeking permission to seek tenders for the provision of Minibus/Coach Hire Services for the period 1 March 2009 to 28 February 2010, with the option to renew for a further 2 years, was presented to Committee on 19 September 2008.

Members deferred consideration of the commencement of a tendering exercise to enable further information to be gathered. It was agreed that Community Services would be consulted regarding specific issues raised by Members.

Consultation with the Community Development Manager Community has taken place and she has indicated that she is happy for the tender process to proceed.

Key Issues

The Community Development Manager has confirmed that, when staff were surveyed regarding the existing contract, they expressed satisfaction with the standard of service. She also recognised that any concerns regarding cost would be tested through the tendering exercise. The tender will be publicly advertised and any local providers will have the option to submit bids for the work.

Members are also asked to note that groups supported through Community Services eg grant aided or centre based are not restricted to using the successful tenderer. They can use their own resources to purchase services from local transport providers.

The projected cost of this service is £75,000 per year.

A co-ordinated contract for the delivery of this service will ensure that the required standards are met regarding Child Protection, Health and Safety regulations and all current legislation relating to Public Service Vehicles.

Resource Implications

This will be a co-ordinated contract which will provide the Council with a cost effective method of procuring this service. The Procurement Unit will manage the co-ordinated tender process on behalf of the Council.

Recommendations

Committee is requested to approve seeking tenders for the provision of a minibus/coach service using pre-determined evaluation criteria including cost and quality. In addition, Committee approval is sought under the Scheme of Delegation for acceptance of successful tenders to be delegated to the Director of Improvement.

Documents Attached

None.