



BELFAST CITY COUNCIL

Report to:	Strategic Policy & Resources Committee
Subject:	Approval to seek Tenders
Date:	24 May 2013
Reporting Officer:	Gerry Millar, Director of Property & Project, Ext: 6217
Contact Officer:	George Wright, Ext: 5206/6232

1	Relevant Background Information
1.1	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.
1.2	To assist in the delivery of the 2013/14 Planned Maintenance Programme and an agreed programme of non-recurring capital works it will be necessary to invite tenders for a number of specific single projects as listed in Appendix A. The combined estimated total value of these contracts is £508,000.
1.3	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 Invitation to Tender.

2	Key Issues
2.1	The planned maintenance programme and non-recurring capital works have been agreed and work has already commenced on a wide range of projects. To assist in the delivery of these works a number of tenders for specialist contractors are now required. Further detail on cost & duration is detailed in Appendix A.
2.2	Submissions will be evaluated in accordance with agreed evaluation criteria and in liaison with the Procurement Section where appropriate.

3	Resource Implications
3.1	<u>Financial</u> The resources to carry out these works are contained within the Property Maintenance unit's revenue budget and/or as agreed with the Finance & Resources Department.
3.2	<u>Human Resources</u>

3.3	<p>There are no direct HR implications in respect of this report.</p> <p><u>Asset & other implications</u></p> <p>Having a range of experienced and efficient contractors available is an important factor in delivering effective property maintenance to the Council.</p>
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4	Equality and Good Relations Implications
4.1	There are no relevant equality and good relations implications arising from this report.

5	Recommendations
5.1	<p>The Committee is recommended to approve the following:</p> <p>(a) to invite applications for submission of Tenders in respect of the work packages as listed on Appendix A.</p> <p>(b) Committee approval is sought under Scheme of Delegation for acceptance of successful tenders to be delegated to the Director of Property and Projects.</p>

6	Decision Tracking

7	Key to Abbreviations
<p>CHP - Combined Heat and Power</p> <p>QUB - Queen's University Belfast</p> <p>LED - Light Emitting Diode</p>	

8	Documents Attached
Appendix A - Schedule of tenders.	

Schedule of tenders:

Goods & Services	Estimated value	Period of Contract	Proposed Start	Anticipated advert date
Belfast Zoo, replacement of boundary fence to wild animal enclosure	£ 70,000	To be agreed	Sept/Oct 13	Jul/Aug 13
Botanic Gardens, alterations to Palm House Heating to accommodate QUB CHP Heating System	£ 38,000	To be agreed	Sept/Oct 13	Jul/Aug 13
City Hall, Replacement of goods lift	£ 50,000	To be agreed	Sept/Oct 13	Jul/Aug 13
Belfast Castle, Malone House & City Hall, supply of LED lamps	£ 50,000	To be agreed	Sept/Oct 13	Jul/Aug 13
Belfast Zoo, High Voltage installation	£ 300,000	To be agreed	April 2014	Sept/Oct 13