



Subject:	Tenders and Contracts
Date:	23rd August, 2019
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources
Contact Officer:	Noleen Bohill, Head of Commercial and Procurement Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report
1.1	<p>The purpose of this report is to:</p> <ul style="list-style-type: none">• seek Committee approval to allow the advancement and award of tenders as detailed in Appendix 1, Table 1 in accordance with the Scheme of Delegation• seek Committee approval for the Extension of Contracts as detailed in Appendix 1 Table 2• seek Committee approval to allow the advancement and award of Direct Award tenders as detailed in Appendix 1 Table 3
2.0	Recommendations
2.1	<p>The Committee is requested to:</p> <ul style="list-style-type: none">• approve the public advertisement and acceptance of tenders (Appendix 1, Table 1) through the Council's electronic procurement system. Members are advised that these tenders will only be advertised when they have gone through the Council's internal governance process, which include demonstrating strategic alignment with the Belfast Agenda.

	<ul style="list-style-type: none"> grant delegated authority to the appropriate Director using pre-agreed criteria the most economically advantageous tender. seek approval from Members to allow extensions (Appendix 1, Table 2) and agree to accede to Standing Order 55 exceptions in relation to contracts detailed in 3.6 (Appendix 1 Table 3)
3.0	Main Report
	Key Issues
3.1	Section 2.5 of the Council's Scheme of Delegation states that, under Standing Order 60(a), any contract that exceeds the statutory amount (currently £30,000) needs to be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when there is a resolution of the Council.
3.2	The tenders submitted for approval in Appendix 1, Table 1, have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.
3.3	Members should note that they are being asked to approve tenders in principal, after which the internal governance process demonstrating strategic alignment with the Belfast Agenda will be applied. As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and manage any contract(s).
3.4	In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Commercial and Procurement Services.
3.5	This report relates to corporate and departmental supplies and services contracts only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme / Physical Programme Update reports in accordance with the approved stage approval process.
3.6	<p>Direct Award Contracts</p> <p>Members are asked to accede to Standing Order 55 (b) exception in relation to contracts for the following and as per Appendix 1, Table 2</p> <ul style="list-style-type: none"> In April 2019, City Growth and Regeneration Committee noted the need for immediate planning for the Property and Investment Event in 2020 and approved

	<p>both financial support and the attendance of appropriate senior officers at the event. The Director recommends that Reed Miden, the conference organisers and sole supplier of stand hire, be awarded the contract</p> <ul style="list-style-type: none"> • Turley & Edge Analytics were appointed via a competitive procurement process to undertake a baseline study for the Local Development Plan. Consultation of the draft Plan Strategy took place in August 2018 the contract was re-scoped to include and enable a technical response to comments received. • The current lighting stock, which is owned by BCCM, is nearing end of life and a draft report of the council' Lighting and City Dressing Strategy is due to be presented to committee in September 2019. The report will detail the way forward, including procurement options. For 2019, the Director recommends that the contract be awarded to BCCM. <p>Financial and Resource Implications</p> <p>3.7 The financial resources for these contracts will be met within the current departmental budgets and the proposed departmental estimates process, which are taken forward through the rate setting process.</p> <p>Equality or Good Relations Implications</p> <p>3.8 No specific equality or good relations implications.</p>
4.0	Document Attached
	<p>Appendix 1 Schedule of Tenders for Consideration / Notation</p> <p>Table 1 - New tenders</p> <p>Table 2 – Contract Extensions</p> <p>Table 3 - Direct Award Contracts (Single Tender Action)</p>