



Subject:	Contracts Update
Date:	21 August 2020
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director of 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 or Summary of main Issues
1.1	The purpose of this report is to: <ul style="list-style-type: none">• seek approval from members for tenders and STAs over £30,000
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none">• Approve the public advertisement of tenders as per Standing Order 37a detailed in Appendix 1 (Table 1)• Approve the award of STAs in line with Standing Order 55 exceptions as detailed in Appendix 1 (Table 2)
3.0	Main report
3.1	<u>Competitive Tenders</u> Section 2.5 of the Scheme of Delegation states Chief Officers have delegated authority to authorise a contract for the procurement of goods, services or works over the statutory limit

<p>3.2</p>	<p>of £30,000 following a tender exercise where the council has approved the invitation to tender</p> <p>Standing Order 60(a) states any contract that exceeds the statutory amount (currently £30,000) shall 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.</p> <p>Standing Order 54 states that every contract shall comply with the relevant requirements of national and European legislation.</p> <p><u>Single Tender Actions (STAs)</u></p> <p>The following STAs are being submitted for approval:</p> <ul style="list-style-type: none"> • Supply and Delivery of Fruit and Vegetables to Belfast Zoo (T1498). Ongoing service delivery whilst a formal procurement exercise is completed. The service covers a range of fruit, vegetables and other food items that are required to provide the animals at Belfast Zoo with a varied diet. The current contract is due to expire on 31st August 2020. • Supplies of Alcohol based Sanitiser, urgent procurement to manage the impact of Covid19 (retrospective reporting for emergency supply). <p><u>Financial & Resource Implications</u></p> <p>3.3 The financial resources for these contracts are within approved corporate or departmental budgets</p> <p>3.4 <u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>Appendix 1</p> <p>Table 1 Competitive Tenders</p> <p>Table 2 Direct Award Contracts</p>