

Corporate Strategy Committee
8 April 1997

Irvine, 8 April 1997 - At a Meeting of a Special Corporate Strategy Committee of North Ayrshire Council at 4.00 p.m.

Present

James Clements, Patrick Browne, Stewart Dewar, John Donn, Thomas Dickie, David Gallagher, Samuel Gooding, Jane Gorman, James Jennings, Joseph McKinney, Thomas Morris, Robert Rae, George Steven and Samuel Taylor.

In Attendance

The Chief Executive; The Directors of Financial Services and Commercial Services; The Head of Corporate Business; and The Principal Officer (Policy/Administration) (Chief Executive).

Apologies for Absence

Jack Carson, Ian Clarkson, Robert Reilly and John Sillars.

1. *Compulsory Competitive Tendering*

(a) Contract for Refuse Collection and Other Cleaning Services: Tender Evaluation

Submitted report by the Legal Services Manager on the requirement to establish a Tender Evaluation as part of the CCT process and to adopt a Tender Evaluation model for the Refuse Collection and Other Cleaning Services Contract.

It is necessary that a proper and open evaluation of all bids is undertaken for functional works in relation to CCT so that the most economically advantageous tender can be established. It is now no longer the case that the lowest tender price wins the contract as there are various other aspects which must be taken into account. It is therefore necessary to set out the emphasis to be placed on various elements of a bid which can generally be split into two categories, i.e. price and quality. In the case of Refuse Collection and Other Cleaning Services it is considered that the balance between price and quality should be 70% price and 30% quality.

A Tender Evaluation document was appended to the report setting out the various criteria to which proposed tenderers would require to adhere when submitting their bid. When bids are submitted each tenderer will receive a score based upon a pre-determined scale and the total for each criteria will be added along with the score for the price element of the bid. The resultant score will be compared with a pre-determined score or mean average as well as other tender scores resulting in the tenderer with the highest score being awarded the Contract.

A panel of officers will evaluate the bids and submit a report to the Committee with recommendations.

The Committee agreed (a) to approve and adopt the Tender Evaluation model document as appended to the report; and (b) to note the requirement for formal evaluation of all tenders received for the Refuse Collection and Other Cleaning Services Contract.

(b) Refuse Collection and Other Cleaning Services Contract: Selection of Contractors

Submitted report by the Chief Executive on a list of approved contractors to be invited to

submit tenders for the Refuse Collection and Other Cleaning Services Contract for North Ayrshire Council.

The Council is required to accept a minimum of three contractors together with the Council's own Direct Service Team. Following advertisement of the Contract, five companies submitted questionnaires with information on their background and expressed their wish to be allowed to tender for the work. The report provided details of the questionnaires.

After discussion the Committee agreed to invite tenders for the Refuse Collection and Other Cleaning Services Contract from the following contractors:-

- (i) Rethmann Recycling (UK) Limited;
- (ii) BIFFA Waste Services Limited;
- (iii) Serviceteam Limited; and
- (iv) North Ayrshire Council Commercial Services Directorate.

The meeting ended at 4.20 p.m.