

**TITLE OF REPORT:** Tenders for the Supply of Goods and Services

**REPORT OF:** Mike Barker, Strategic Director, Corporate Services and Governance

---

---

### **Purpose of the Report**

1. The purpose of this report is to ask Cabinet to consider the tenders received for:
  - i) Framework for the Boarding, Kennelling and Collection of Animals
  - ii) Further Competition for Microsoft 365 Licenses.
2. The background to these contracts is contained in the attached appendices.

### **Proposal**

3. Cabinet is asked to agree and note the recommendations below.

### **Recommendations**

4. It is recommended Cabinet agree:
  - i) the tender from Cleadon Kennels be accepted for the Framework for the Boarding, Kennelling and Collection of Animals, for a 24 month period with the option to extend for a further 2 x 12 month periods; and
  - ii) the tender from Trustmarque Limited be accepted for the Further Competition for Microsoft 365 Licenses for the duration of the current Microsoft Enterprise Subscription Agreement, which is due to expire on 31 December 2019.

For the following reason:

A comprehensive evaluation of the tenders received has been undertaken. The recommended tender is the most economically advantageous tender submitted.

---

**CONTACT:** Andrea Tickner extension: 5995

**Policy Context**

1. The Framework for the Boarding, Kennelling and Collection of Animals has been organised in accordance with the Council's Consolidated Procurement Policy.

**Background**

2. The contract is being arranged on behalf of Communities and Environment. The contract is for a 24 month period with the option to extend for a further 2 x 12 month periods.
3. This Framework Contract is for the boarding, kennelling and collection of animals, stray or otherwise. The Framework is split into 4 Lots corresponding to the three Local Authority areas involved;

Lot 1 - Gateshead

Lot 2 - South Tyneside

Lot 3 - Sunderland

Lot 4 - Lots 1 - 3 combined

4. The estimated annual value of the contract is £55,000 across the 3 authorities. The value to Gateshead is approximately £15,000 per annum.
5. A tenders was received from the following company:

**Cleadon Kennels, South Tyneside**

A comprehensive evaluation of the tender has been undertaken against the following criteria:

- Mandatory requirements: Grounds for Exclusion, Modern Slavery Act 2015, Insurance, Compliance with Equality Legislation, Environmental Management, Health and Safety.
- Contract approach including Previous Experience, Methodology and Sustainability.
- Value for money.

**Consultation**

6. There has been no external consultation

**Alternative Options**

7. The anticipated value of this contract exceeded the threshold requiring competitive tenders to be invited in accordance with the EU Public Procurement Directives; therefore there are no alternative options.

## **Implications of Recommended Option**

### **8. Resources:**

**a) Financial Implications –** The Strategic Director, Corporate Resources, confirms that there are no additional financial implications arising from this report. The estimated total value of the contract is £60,000 which is based upon an estimated commission payable to the Consultant only in the event of the Consultant generating income for the Council.

**b) Human Resources Implications – Nil**

**c) Property Implications - Nil**

**9. Risk Management Implication – Nil**

**10. Equality and Diversity Implications –** The recommended tenderer meets the legal obligations of the Equality Act 2010.

**11. Crime and Disorder Implications – Nil**

**12. Health Implications - Nil**

**13. Sustainability Implications – Nil**

**14. Human Rights Implications - Nil**

**15. Area and Ward Implications -Nil**

## APPENDIX 2

### Policy Context

1. The call off contract for Microsoft 365 Software Licenses has been organised in accordance with the Council's Consolidated Procurement Policy.

### Background

2. The contract is being arranged on behalf of IT Services. The term of this contract will be the term of the Microsoft Enterprise Subscription Agreement – The Council's current Microsoft Enterprise Subscription Agreement is due to expire 31st December 2019.
3. The purpose of this contract is to provide the Council with a single supplier for all Microsoft Licenses. This will cover any license for Cloud based or on-premise Microsoft Technologies, as well as desktop or server based licenses.
4. The estimated annual value of the contract is £553,980
5. Tenders were received from the following companies:  
  
Comparex, York  
Insight Direct UK, Uxbridge  
Phoenix Software, Yorkshire  
Trustmarque, York
6. A comprehensive evaluation of the tenders has been undertaken against the following criteria:
  - Contract approach including Pre-Sales Service, License Needs Assessment, Service and Support, Order validation, License Level optimisation.
  - Value for Money

### Consultation

7. There has been no external consultation

### Alternative Options

8. Alternative options were reviewed however the timescales and anticipated value of this contract meant that a call off from a compliant procurement framework was the best solution for the Council.

### Implications of Recommended Option

9. **Resources:**

- a) **Financial Implications** – The Strategic Director, Corporate Resources, confirms that there are no additional financial implications arising from this report
- b) **Human Resources Implications** – Nil

**c) Property Implications - Nil**

- 10. Risk Management Implication – Nil**
- 11. Equality and Diversity Implications –** The recommended tenderer meets the legal obligations of the Equality Act 2010.
- 12. Crime and Disorder Implications – Nil**
- 13. Health Implications - Nil**
- 14. Sustainability Implications – Nil**
- 15. Human Rights Implications - Nil**
- 16. Area and Ward Implications -Nil**

**Background Information**

- 17.** The documents that have been relied on in the preparation of the report include:  
The received tenders.