

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 tender received for the Contract for the Provision of an Independent Voluntary and Community Sector (VCS) Infrastructure Support Service for Gateshead and Newcastle Councils – Lot 1 Provision of a CVS Infrastructure Support Service in Gateshead.
2. The background to this contract is contained in the attached appendix.

Proposal

3. Cabinet is asked to agree the recommendations below.

Recommendations

4. It is recommended Cabinet agree that the tender received from Newcastle CVS be accepted for Lot 1, Provision of a VCS Infrastructure Support Service in Gateshead for a 36 month period commencing 1 August 2018, with an option to extend for a further 2 x 12 month periods.

For the following reason:

The recommended tender has been subject to full evaluation and is considered to be economically advantageous.

CONTACT: Andrea Tickner

Extension: 5995

Policy Context

1. The Contract for the Provision of an Independent Voluntary and Community Sector (VCS) Infrastructure Support Service for Gateshead and Newcastle Councils has been organised in accordance with the Council's Contract Procedure Rules.

Background

2. The contract is being arranged on behalf of Gateshead Council and Newcastle Council and has been split into Lots:-

Lot 1 Provision of a VCS Infrastructure Support Service in Gateshead

Lots 2 Provision of a VCS Infrastructure Support Service in Newcastle

Lot 3 Provision of a Volunteering Support Service for Newcastle

3. The contract is for a 36 month period commencing 1 August 2018 with an option to extend for a further 2 x 12 month periods.
4. The purpose of this contract is to engage a partner to provide independent Voluntary and Community Sector infrastructure support services across the administrative area of Gateshead Council and Newcastle City Council.
5. Each Authority will enter into contract independently with their recommended provider therefore this report refers only to the recommendation for Lot 1 Provision of a VCS Infrastructure Support Service in Gateshead. Newcastle Council will consider the tenders received for Lots 2 and 3 at its Cabinet meeting on 18 June 2018.
6. The estimated annual value of Lot 1 is £158,000 per annum for year 1. The estimated value for the initial 36 month period is £450,000 as a result of expected efficiencies over the contract term.
7. Only one tender was received from Newcastle CVS, Newcastle, despite the Council trying to engage with a wide range of potential providers. A comprehensive evaluation of the tender has been undertaken against the following criteria:
 - Mandatory requirements: Grounds for Exclusion, Modern Slavery Act 2015, Insurance, Environmental Management, Compliance with Equality Legislation, Health and Safety, Technical and Professional Ability.
 - Quality requirements: Service Delivery Approach, Provision of Advice and Support to Gateshead's VCS, Staffing Structure to deliver the Service, OurGateshead Website work programme, Approach to delivering effective networking opportunities, Risks to service delivery and contingency plans, Contract Management and Monitoring, Development and delivery of Training programme for the sector.
 - Price to deliver the service for the initial 36 month contract term.

Consultation

8. There has been no external consultation.

Alternative Options

9. 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. The procurement process was undertaken on behalf of Gateshead and Newcastle Councils to reduce administration of two separate procurement processes and to facilitate additional savings should the same providers tender for and be successful in being awarded the contract for Lots 1 and 2.

Implications of Recommended Option

10. Resources:

- a) **Financial Implications** – The Strategic Director, Corporate Resources confirms that support for the provision of the infrastructure support service with up to £160,000 is included in the Council's revenue budget for 2018/19
- b) **Human Resources Implications – Nil**
- c) **Property Implications - Nil**

11. Risk Management Implication – Nil

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

13. Crime and Disorder Implications – Nil

14. Health Implications - Nil

15. Sustainability Implications – Nil

16. Human Rights Implications - Nil

17. Area and Ward Implications -Nil

Background Information

18. The documents that have been relied on in the preparation of the report include the received tenders.