

Approved Exemption Record Form

	Details
<p>Exemption category</p> <ul style="list-style-type: none"> • Unforeseeable emergency • Exceptional Circumstances • Limited market • Prior approval 	<p>Exceptional Circumstances</p>
<p>Details / Circumstances / Explanation of why an exemption was required:</p>	<p>WBC has been using the Delta eSourcing e-procurement portal since 2011 and it has performed exceptionally well.</p> <p>It is well known by our supply chain and well promoted at local business events. Approx 50 users, staff and a few of our Consultants, have access to our side of the system across WBC and TRDC. It is used for all tender exercises carried out for both councils.</p> <p>The Delta eSourcing database contains a vast amount of information, including copies of all documentation and audit trail data for all those tender exercises and is a significant resource.</p> <p>Herts CC on behalf of Supply Hertfordshire chose to re-tender the software and selected a different supplier, In-Tend. I have attended the In-Tend training coursed, made trial use of the software, discussed it with colleagues in other Herts councils and have a copy of an HCC audit report on the In-Tend system. I have also discussed the merits of various portals with bidders and have generally received a more favourable view of the Delta system.</p> <p>Unfortunately the In-Tend system does not have the same functional characteristics and is certainly not as user friendly for staff or suppliers. I get the impression that it is a newer product under development.</p> <p>A change of system would be very disruptive to me and impact on other staff and all our tendering exercises. It is far less likely that other staff would use the In Tend system as it is not as intuitive as the Delta system.</p> <p>A lower price would apply by being a part of the Herts CC contract but the additional</p>

	<p>costs, including training, and disruptions to the service by changing would significantly exceed the option of remaining with Delta eSourcing.</p> <p>This has been discussed with TRDC (Phil King) who is fully supportive of the proposal to remain with Delta eSourcing.</p> <p>A change of system is likely to give rise to a significant disruption to the service. It would have a higher gross cost including staff time and not offer an improved service. An exemption is therefore requested to extend the existing contract with Delta eSourcing for a further 5 years.</p> <p>The In-Tend cost would £500 a year for each Council, WBC and TRDC, as the County pick up most of the cost and I assume they'd continue to do so.</p> <p>The £4,000 a year cost for Delta would be shared so £2,000 each.</p> <p>The WBC Procurement cost centre has sufficient provision to cover the WBC share without any variance.</p>
Approved by (Name and date):	C.Chen Head of Democracy and Governance 7.1.16
<ul style="list-style-type: none"> • MD • HoS 	
Portfolio Holder informed (Name and Date):	
Date reported to Cabinet:	
Contract Title:	e-procurement Portal
Vendor / Contractor:	BiP Solutions / Delta eSourcing
Date Contract let:	Due now for period from April 2016
Term of Contract:	5 years
End date:	end March 2021
Total Value of Contract:	£4,000 per year shared 50 / 50 with TRDC for a 5 year contract.
WBC Contract Manager (Name and contact details):	Howard Hughes Corporate Procurement Manager
Comments / Other Information:	
Date entered onto Exemptions Register:	
Signed by Head of Service:	C.Chen

Approved Manny Lewis 19.1.16

Copies to: Contract File / Head of Service / Corporate Procurement Manager / Central Register of Exemptions