

PART A

Report to: Cabinet
Date of meeting: 11 September 2017
Report of: Head of Democracy and Governance
Title: Contract Procedure Rules Exemption Report

1.0 **Summary**

1.1 To note that the Managing Director and Head of Democracy and Governance agreed to an exemption to the contract procedures rules regarding the procurement of the installation of an UPS (Uninterrupted Power Supply) for the Server Room

2.0 **Recommendations**

2.1 To note the report

Contact Officer:

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3.0 **Detailed proposal**

3.1 Under the Council's Constitution the Contract Procedure Rules are required to be followed. This requires a formal tender process for goods and services over £5,000. The Rules do allow for exemptions in certain limited exceptions. This have to be signed off by the relevant Head of Service and the Managing Director, reported to the relevant Port Folio Holder and then to the next available Cabinet

3.2 On 14 August 2017 the Head of Democracy and Governance and the Managing Director signed off an exemption approving the awarding of a contract for the

installation of a UPS (Uninterrupted Power Supply) to the Server Room. A new UPS is required as part of the IT Infrastructure programme. It requires a particular product made by one manufacturer due to the fact that the rest of the infrastructure has the same make of equipment and therefore the UPS needs to work with it.

3.3 The Council originally attempted to procure the work via a framework and got back two quotes, however one of the authorised installers for the manufacturer was not on the framework and submitted a separate written quote which was more favourable to the Council. Due to the lead in time to get the equipment made and delivered it was felt that undertaking a further open tender exercise would not be in the Council's best interests and as the Council already effectively had three quotes an exception could be made out.

3.4 Cabinet is asked to note the report

4.0 **Implications**

4.1 **Financial**

4.1.1 The Shared Director of Finance comments that there are no financial implications included in this report.

4.2 **Legal Issues** (Monitoring Officer)

4.2.1 The Head of Democracy and Governance comments that this procurement has been market tested and meets the criteria for an exemption.

4.3 **Equalities/Human Rights**

There are no implications

Background Papers

No papers were used in the preparation of this report

File Reference

- None