

## REPORT

To: ENVIRONMENTAL SERVICES COMMITTEE		Subject: REQUEST FOR APPROVAL TO TENDER FOR THE SUPPLY OF SANDWICHES AND ASSOCIATED PRODUCTS
From: HEAD OF FACILITY SUPPORT SERVICES		
Date: 30 OCTOBER 2012	Ref: GP/JB	

**1. Purpose of Report**

- 1.1 The purpose of this report is to seek committee approval for the tender process for the Supply of Sandwiches and Associated products.

**2. Background**

- 2.1 The current contract commenced on 4<sup>th</sup> April 2011 for 12 months with the option to extend for a period of another 12 months.

**3. Proposals/Considerations**

- 3.1 It is proposed that Facility Support Services commence the tender process for the contract for the supply of Sandwiches and Associated products for a period of 2 years with the option to extend for a further 12 months.

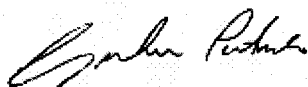
**4. Financial & Corporate Considerations**

- 4.1 The estimated value of the contract for the period of two years and an extension of 12 months is £135,000.

**5. Recommendation**

- 5.1 Committee is asked to approve –

- The tender process for the Supply and Delivery of Sandwiches and Associated products for a 2 year period with the option to extend for 12 months to run from 9th April 2013.



**GRAHAM PATRICK**  
**HEAD OF FACILITY SUPPORT SERVICES**

Local Government Access to Information Act: for further information on this report, please contact Graham Patrick on 01236 632651