

To: POLICY & RESOURCES (FINANCE SUB-COMMITTEE)		Subject: TENDER REPORT:  PROVISION OF A TELECOMMUNICATIONS SUPPORT SERVICE  ABC SCHEDULE : 46/01 PC/3
From: Director of Finance		
Date: 2 August 2001	Ref: AC/MG	

### 1. Purpose of Report/Introduction

Due to continual and significant increases in the volume of work required by all Departments of the Telecommunications Section in I.T. Services, a tender was issued for Telecommunications Support Services to supplement existing resources.

### 2. Background

The Authorities Buying Consortium (ABC) on behalf of the Council placed an advertisement in the Official Journal of the European Communities (OJEC) and the Herald for inclusion in a restricted list of companies who would be invited to tender.

54 companies expressed an interest and were invited to complete and return a questionnaire. Following a detailed evaluation of the 15 companies who returned completed questionnaires, tender documents were issued to 8 potential suppliers of whom 3 submitted completed tenders.

The contract period is for 3 years commencing on 1 October 2001 with an option to extend the contract period for an additional 2 years, year on year, at the sole discretion of the Council.

### 3. Proposals/Considerations

Tenders were received from the following suppliers.

<u>Supplier</u>	<u>Number of Staff Proposed</u>	<u>Annual Cost</u>
Arthur McKay & Co.	3	£112,000
Kingston Business Comm. Ltd.	1	£75,000
Systems Solutions (Scotland) UK	3	£85,000

The bid from Kingston Business Comm. Ltd. fails to identify sufficient staff resources to deal with the volume of work as detailed in the tender documentation.

After further detailed evaluation of the two remaining tenders including technical capability, accreditation's, quality assurance and cost, Systems Solutions (Scotland) UK has been selected.

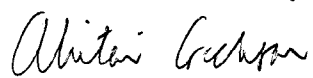
### 4. Corporate Considerations

Funding is contained within the I.T. Services Revenue Budget and is the subject of a separate report presented to this Committee.

## **5. Recommendations**

It is recommended that the Committee :-

1. Authorise the Director of Finance to enter into an agreement with Systems Solutions (Scotland) UK for a Telecommunications Support Services contract for an initial period of 3 years commencing 1 October 2001.



**Director of Finance**