REPORT TO: Policy and Resources Committee - 19 May 2014

REPORT ON: Supply of I.T. Equipment

REPORT BY: Head of Information Technology

REPORT NO: 201-2014

1.0 PURPOSE OF REPORT

1.1   Report for information to Committee. The I.T. Equipment purchased under the Government Procurement Service and Procurement Scotland Framework Agreements.

2.0 RECOMMENDATIONS

2.1   The Committee is recommended to:

   i)   Note the I.T. purchases amounting to £ 579,171 detailed in appendix 1. This covers the period 1 October 2013 to 31 March 2014

   ii) Note on-going engineering maintenance costs of £ 36,947 per annum for the above purchases.

3.0 FINANCIAL IMPLICATIONS

3.1   The Director of Corporate Services has confirmed that equipment with a capital value of £ 289,391 was funded through last year's allowance of £ 796,000 for the purpose of Computer Equipment in the Corporate Services Department's Capital Plan.

3.2   The Director of Corporate Services has confirmed that equipment with a capital value of £ 113,779 was funded through last year's allowance of £ 570,000 for the purposes of Schools Computer purchases in the Corporate Services Capital Plan.

3.3   Equipment with a value of £ 176,001 was funded through existing departmental budgets.

3.4   The annual recurring engineering maintenance cost of £ 36,947 was met from the 2013/2014 Revenue expenditure for the I.T. Division.

4.0 MAIN TEXT

4.1   Reference made to Article 1 of the minute of the meeting of the Policy and Resources Committee of 16 December 2002 (Report 900-2002) where in the committee approved the OGC Catalist Procurement Scheme (now known as the Government Procurement Service) as a permanent means of purchasing I.T. equipment.

4.2   The above report remitted the Head of Information Technology to report regularly to the Policy and Resources Committee on the I.T. purchases made through the above scheme.

4.3   Procurement Scotland Framework Agreements have also been used to ensure best value is obtained in I.T. purchases.

4.4   Appendix 1 details the purchases made from 1 October 2013 until 31 March 2014

5.0   POLICY IMPLICATIONS

5.1   This report has been screened for any implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality impact Assessment and Risk Management. There are no major issues.

6.0   CONSULTATIONS

6.1   The Chief Executive, Director of Corporate Services and Head of Democratic and Legal Services have been consulted.

7.0   BACKGROUND PAPERS

7.1   None

Mr. Ged Bell. Head of Information Technology   Date: 28 April 2014

Details of I.T. Equipment purchased.

1 October 2013 until 31 March 2014

Name of Company	Value of procurement	Equipment types
Hewlett Packard	**£234,461**	**Desktops / Monitors**
Misco	**£144,576**	**Peripherals / Laptops / NC / Network**
Insight	**£148,876**	**Peripherals / Laptops / Servers / NC / Network**
AVM Education	**£ 35,594**	**AV / Interactive Whiteboards**
XMA	**£15,664**	**Tablets / Laptops**
Total	**£579,171**	

Equipment Type	Quantity
Servers	**52**
Desktop PCs	**535**
Network Computers (NC)	**208**
Monitors	**783**
Printers	**14**
Network Switches	**69**
Laptops	**198**
Tablets	**29**
Peripherals	**196**
Interactive Whiteboards	**15**