

**REPORT TO: NEIGHBOURHOOD RESOURCES AND DEVELOPMENT COMMITTEE
9 JUNE 2003**

REPORT ON: SUPPLY ONE 15 SEAT COMMUNITY TRANSPORT MINIBUS

REPORT BY: ACTING DIRECTOR OF NEIGHBOURHOOD RESOURCES & DEVELOPMENT

REPORT NO: 385-2003

1.0 PURPOSE OF REPORT

1.1 This report details tenders received for the supply of one 15 seat community transport minibus and requests a decision on acceptance thereof.

2.0 RECOMMENDATIONS

2.1 Approval is recommended for the acceptance of the tender submitted by A M Phillip Ltd, Muiryfaulds, Forfar in the amount of £19,000 (excluding VAT).

3.0 FINANCIAL IMPLICATIONS

3.1 The expenditure can be contained within the Neighbourhood Resources and Development Department's Capital Allocation 2003/04, where a provisional allocation of £22k has been made for minibus replacement.

4.0 LOCAL AGENDA 21 IMPLICATIONS

4.1 Approval of this report will ensure that;

- resources are used efficiently and waste minimised, and
- access to facilities, services, goods and people are accessible to all.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 None

6.0 TENDER REPORT

6.1 The tender comprises the replacement of one existing community minibus.

6.2 One firm applied for and one returned tender documents, details being as follows:-

Supplier		Tender Amount
A M Phillip Ltd Muiryfaulds Forfar DD8 1XP	Ford Transit 1 x 15 seat minibus	£19,000 (excluding VAT)

6.3 It is recommended that the offer be accepted.

7.0 CONSULTATION

7.1 The Chief Executive and Directors of Finance and Support Services have been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

8.1 No background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than containing confidential or exempt information) were relied on to any material extent in preparing the above report.

Stewart Murdoch
Acting Director of Neighbourhood Resources and Development

30 May 2003