

REPORT TO: Policy and Resources Committee - 11 November 2013
REPORT ON: Supply of I.T. Equipment
REPORT BY: Head of Information Technology
REPORT NO: 447-2013

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 £ 549,573 detailed in appendix 1. This covers the period 1 April 2013 to 1 Oct 2013
- ii) Note on-going engineering maintenance costs of £ 23,007 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 £ 128,788 was funded through this 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 software licenses with a revenue cost of £ 111,654 has been funded through the current years Revenue budget of £ 1,545,000 for Computing Costs.
- 3.3 The Director of Corporate Services has confirmed that equipment with a capital value of £ 240,530 was funded through this year's allowance of £ 570,000 for the purposes of Schools Computer purchases in the Corporate Services Capital Plan.
- 3.4 Equipment with a value of £ 68,601 was funded through existing departmental budgets.
- 3.5 The annual recurring engineering maintenance costs of £ 23,007 will be 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 April 2013 until 1 October 2013.

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: 22 October 2013

APPENDIX 1

Details of I.T. Equipment purchased.

1 April 2013 until 1 October 2013

Name of Company	Value of procurement	Equipment types
Hewlett Packard	£209,275	Desktops / Monitors
Phoenix Software	£111,654	MS Enterprise Agreement
Misco	£93,959	Peripherals / Laptops / NC
Insight	£66,032	Peripherals / Laptops / Servers / NC
AVM Education	£ 63,199	AV / Interactive Whiteboards
XMA	£5455	Netbook / Laptops
Total	£549,573	

Equipment Type	Quantity
Servers	14
Desktop PCs	627
Network Computers (NC)	240
Monitors	64
Printers	32
Network Switches	25
Laptops	63
Netbooks	16
Interactive Whiteboards	32