

REPORT TO: Policy And Resources Committee - 10 September 2007

REPORT ON: Tenders Received

REPORT BY: City Architectural Services Officer

REPORT NO: 465-2007

PURPOSE OF REPORT

This report details tenders received and requests a decision on acceptance thereof.

RECOMMENDATIONS

Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors and (2) the undernoted total amount, including allowances, for each project:

Project Reference	Project	Contractor	Tender Amount	Total Amount	Finance Available
06-001R	Scientific Services - Removal of Furniture and Equipment	Dundee Removal Services Ltd., Dundee	£4,995.00	£5,627.00	£5,627.00

FINANCIAL IMPLICATIONS

The Head of Finance has confirmed that funding for the above projects is available as detailed on the attached sheets.

CONSULTATIONS

The Client Department has been consulted with regard to Sustainability Policy and Equal Opportunities implications and the Chief Executive and the Depute Chief Executives (Support Services) and (Finance) have also been consulted in the preparation of this report.

BACKGROUND PAPERS

Unless stated otherwise on the attached sheets, there are no background papers.

FURTHER INFORMATION

Detailed information relating to the above Tenders is included on the attached sheets.

**Rob Pedersen
City Architectural Services Officer
29 August 2007**

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POLICY RESOURCES COMMITTEE - 10 SEPTEMBER 2007

CLIENT	Support Services		
PROJECT REFERENCE PROJECT	06-001R Scientific Services		
DESCRIPTION OF WORKS	Removal of Furniture and Equipment The removal and transfer of all loose furniture and equipment from Mains Loan to the new premises in Technopole Medipark.		
TOTAL COST	Several Works		£4,995.00
	Allowances		£632.00
	TOTAL		<u>£5,627.00</u>
FUNDING SOURCE BUDGET PROVISION & PHASING	Capital 2007/2008		£5,627.00
ADDITIONAL FUNDING	None		
REVENUE IMPLICATIONS	None		
SUSTAINABILITY POLICY	None		
EQUAL OPPORTUNITIES	None		
TENDERS	Three invited; one received 1 Dundee Removal Services Ltd., Dundee	<i>Received</i> £4,995.00	<i>Checked</i> £4,995.00
RECOMMENDATION	Acceptance of tender		
ALLOWANCES	Professional Services		£632.00
	TOTAL		<u>£632.00</u>
SUB-CONTRACTORS	None		
BACKGROUND PAPERS	Policy and Resources Committee, 26 June 2006, Report No 421-2006		