

**REPORT TO: DUNDEE CITY COUNCIL - EDUCATION COMMITTEE
20TH NOVEMBER 2000**

**REPORT ON: SUPPLY OF JANITORIAL SUPPLIES - CLEANING
MATERIALS/STORES**

REPORT BY: DIRECTOR OF EDUCATION

REPORT NO: 737-2000

1.0 PURPOSE OF REPORT

1.1 To seek approval to accept a tender for the supply of janitorial supplies - cleaning materials/stores for schools in Dundee.

2.0 RECOMMENDATION

2.1 It is recommended that the Education Committee award the contract for the supply of janitorial supplies - cleaning materials/stores for the period 1 December 2000 - 30 November 2002 to:

**ICCS (Northern) Ltd
16 Dunsinane Avenue
Dundee DD2 3QT**

3.0 FINANCIAL IMPLICATIONS

3.1 The estimated overall value of the contract is £130,000.00 and the Director of Education has confirmed that expenditure will be met from within the Education Revenue Budget for supplies and services.

4.0 LOCAL AGENDA 21 IMPLICATIONS

4.1 The supplier is conscious of environmental issues and where practical materials supplied conform with Local Agenda 21 and meet all UK Health and Safety Standards

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 NIL

6.0 BACKGROUND

6.1 Five firms were invited to submit tenders, four tenders were received, details being as follows:

6.2 Tenders were received from the following firms:

ICCS (Northern) Ltd, 16 Dunsinane Avenue, Dundee DD2 3QT
Westport Business Supplies, 61 Scott Street, Dundee DD2 2BA
Langstane Press Ltd, Unit 1, Angus Works, Tannadice Street, Dundee DD3 7PT
Co-An Supplies, Railway Road, Welton Industrial Estate, Blairgowrie PH10 6EP

7.0 CRITERIA

7.1 The following criteria were applied in preparing the recommendation for the Education Committee's consideration:

- A Value for money
- B Quality of goods and service
- C Ability to provide all items as outlined in the schedule

8.0 CONCLUSION

8.1 The prices quoted by the supplier represent best value and a schedule of products of the items offered may be viewed at Dryburgh Education Resource Centre, Napier Drive, Dundee.

9.0 CONSULTATION

9.1 This report has been the subject of consultation with the Director of Finance and the Director of Support Services.

10.0 BACKGROUND PAPERS

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

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Director of Education

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Date