

REPORT TO: EDUCATION COMMITTEE - 15 NOVEMBER 2004

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

REPORT BY: DIRECTOR OF EDUCATION

REPORT NO: 740-2004

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 RECOMMENDATIONS

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 2004 - 30 November 2006 to:

ICCS MacGregor
13-17 Abbotsinch Road
Grangemouth

2.2 The recommendation is based on price and the ability to provide all goods as outlined in the schedule.

3.0 FINANCIAL IMPLICATIONS

3.1 The estimated overall value of the contract is £120,000.00 and the Director of Education has confirmed that expenditure will be met from within the respective Education revenue budgets 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 Four firms were invited to submit tenders, two tenders were received, details being as follows:

6.2 Tenders were received from the following firms:

ICCS MacGregor, 13-17 Abbotsinch Road, Grangemouth.
Co-An, Railway Road, Welton Road Industrial Estate, Blairgowrie

7.0 CONSULTATION

7.1 This report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Finance) and the Depute Chief Executive (Support Services).

8.0 BACKGROUND PAPERS

8.1 None

ANNE WILSON
Director of Education

19th October 2004

AHW/BR/CP