

**REPORT TO: COMMUNITIES COMMITTEE - 9 MAY 2005**

**REPORT ON: SUPPLY ONE 15-SEAT COMMUNITY TRANSPORT MINIBUS**

**REPORT BY: HEAD OF COMMUNITIES**

**REPORT NO: 291-2005**

#### **1.0 PURPOSE OF REPORT**

1.1 This report seeks approval to accept a tender for the supply of one 15-seat community transport minibus.

#### **2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee approves acceptance of the tender submitted by AM Phillip Limited, Muiryfaulds, Forfar in the amount of £17,458 (excluding VAT).

#### **3.0 FINANCIAL IMPLICATIONS**

3.1 The expenditure can be contained within the Communities Department's Capital Allocation 2005/2006, where a provisional allocation of £46k 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 Six firms applied for and two returned tender documents, details being as follows:-

<b>Supplier</b>		<b>Tender Amount</b>
<b>1</b> A M Phillip Ltd Muiryfaulds Forfar DD8 1XP	Ford Transit 1 X 15 Seat Minibus	£17,458 (excluding VAT)
<b>2</b> Rohill (UK) Ltd Mitchell Close West Portway Ind Est Andover Hampshire SP10 3TJ	Ford Transit 1 X 15 Seat Minibus	£22,577 (excluding VAT)

6.3 It is recommended that offer one be accepted.

**7.0 CONSULTATION**

7.1 The Chief Executive and Depute Chief Executives (Finance) and (Support Services) have been consulted in the preparation of this report.

**8.0 BACKGROUND PAPERS**

8.1 None.

**Signed: Stewart Murdoch  
Head of Communities**

**Date: 29 April 2005**