

**ITEM No ...4.....**

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE – 11 DECEMBER 2017  
**REPORT ON:** TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY SERVICES  
**REPORT BY:** HEAD OF DESIGN AND PROPERTY SERVICES  
**REPORT NO:** 441-2017

**1 PURPOSE OF REPORT**

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

**2 RECOMMENDATION**

2.1 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.

<b>Project Description</b>	<b>Reference/Project</b>	<b>Contractor</b>	<b>Tender Amount</b>	<b>Fees &amp; Other Costs</b>	<b>Total Amount</b>
16-533 – 32A Fort Street – Window Replacement		Alexander Oastler Limited, Dundee	£8,967.13	£1,022.21	£9,989.34

**3 FINANCIAL IMPLICATIONS**

3.1 The Executive Director of Corporate Services has confirmed that funding for the above project is available as detailed on the attached sheet.

**4 POLICY IMPLICATIONS**

4.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. Any issues are detailed on the attached sheet.

**5 CONSULTATIONS**

5.1 All members of the Council Management Team have been consulted and are in agreement with the contents of this report.

**6 BACKGROUND PAPERS**

6.1 None.

**7 FURTHER INFORMATION**

7.1 Detailed information relating to the above Tenders is included on the attached sheet. The construction works in this report have been procured using the general guidance contained in the following documents approved by the Council:

- a Report: 148-2003 - Partnering Guidelines for Construction Projects;

- b Report: 356-2009 - Construction Procurement Policy; and
- c Standing Orders - Tender Procedures of the Council.

Mike Galloway  
Executive Director of City Development

Fergus Wilson  
Head of Design and Property

FW/RP/CM/KM

28 November 2017

Dundee City Council  
Dundee House  
Dundee

CLIENT	NEIGHBOURHOOD SERVICES		
PROJECT NUMBER PROJECT PROJECT INFORMATION	16-523 32A Fort Street – Window Replacement The works in this Category B Listed Building comprise the replacement of 3nr existing windows with new hardwood sash and case windows, including associated plaster repairs and redecoration.		
ESTIMATED START AND COMPLETION DATES	Start February 2018 Complete February 2018		
TOTAL COST	Several Works	£8,967.13	
	Allowances	<u>£1,022.21</u>	
	Total	<u>£9,989.34</u>	
FUNDING SOURCE	Capital – Housing HRA – Free from Serious Disrepair (Windows)		
BUDGET PROVISION & PHASING	2017/2018	£9,989.34	
ADDITIONAL FUNDING			
REVENUE IMPLICATIONS	None		
POLICY IMPLICATIONS	There are no major issues.		
TENDERS	The project was procured through the Public Contracts Scotland Portal, 2 compliant offers were received. Evaluation scores on a cost/quality basis as noted below.		
	<u>Tenderers</u>	<u>Tender</u>	<u>Quality Ranking</u> <u>Cost/Quality Ranking</u>
	Alexander Oastler Limited, Dundee	£8,967.13	1                      1
	A Sturrock & Son (Kirkbuddo) Limited	£9,238.89	1                      2
RECOMMENDATION	Acceptance of the offer from Alexander Oastler Limited.		
ALLOWANCES	Professional Services	£762.21	
	Miscellaneous Works	<u>£260.00</u>	
	Total	<u>£1,022.21</u>	
SUB-CONTRACTORS	None		
BACKGROUND PAPERS	None		

