

REPORT TO: COMMUNITIES COMMITTEE – 14 JUNE 2004
REPORT ON: SUPPLY ONE 15 SEAT COMMUNITY TRANSPORT MINIBUS
REPORT BY: HEAD OF COMMUNITIES
REPORT NO: 444–2004

1.0 PURPOSE OF REPORT

1.1 This report details tenders received for the supply of one 15 seat community transport minibus and requests a decision on acceptance thereof.

2.0 RECOMMENDATIONS

2.1 Approval is recommended for the acceptance of the tender submitted by A M Phillip Ltd., Muiryfaulds, Forfar in the amount of £18,768 (excluding VAT)

3.0 FINANCIAL IMPLICATIONS

3.1 The expenditure can be contained within the Communities Department's Capital Allocation 2004-05.

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 Five firms applied for and three returned tender documents, details being as follows:-

SUPPLIER		TENDER AMOUNT (excluding VAT)
1 Oughtred & Harrison (Facilities) Ltd Larsen Road Goole, East Riding of Yorkshire DN14 6XG	Renault Master LM35 15 Seat Minibus	£22,088.55
2 Peoples Hawthorne Road Bootle Liverpool L20 6AF	Ford Transit 15 Seat Minibus	£23,551.00
3 A M Phillip Ltd Muiryfaulds Forfar DD8 1XP	Ford Transit 15 Seat Minibus	£18,768.00

6.3 It is recommended that offer 3 is accepted, A M Phillip Ltd. at £18,768.00 (excluding VAT)

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

**Signed: Stewart Murdoch
Head of Communities**

Date: 4 June 2004