

To: The Management Committee
From: The Technical Services Manager
Subject: Windows and External Door Replacement – Tender Acceptance

1. Introduction/Purpose

1.1 The purpose of this report is to seek approval to appoint a contractor to carry out the replacement windows and external doors at Rosewood, Lindens (doors only), Johnsburn, New Hurllet, Priesthill Tenements and Rosehill Cottages.

2. Background

2.1 In order to deliver our planned maintenance programme we need a contractor to carry out these works.

3. Window and External Door Replacement

3.1 Tender Process

3.1.1 Contractors were invited via Public Contracts Scotland website through an unrestricted competition (any organisation that has the relevant experience may submit a tender) to submit tenders. Tenders were received from three parties and evaluated on both price and quality.

3.1.2 This approach is in accordance with the Purchasing, Procurement and Tenders Policy.

3.2 Tender Evaluation Report

3.2.1 The tender evaluation report has been prepared by Reid Associates and is contained in Appendix 1 for Committee's consideration. Please note all figures contained in Reid Associates report are exclusive of VAT.

3.2.2 In summary the report details the tender process and a cost and quality evaluation of the tenders received and recommends the revised tender from CCG (Scotland) Ltd be considered for acceptance.

3.3 Contract Sum

3.3.1 CCGs' tender sum is £1,275,084.74 exclusive of VAT.

3.3.2 This equates to £7,044 plus VAT per property.

4. Budget v Contract Sum

4.1 The budget for the radiators and associated pipework is £1,301,505.00 inclusive of VAT. The tender submitted by CCG of £1,530,101.00 inclusive of VAT is substantially above this budgeted figure (17%).

4.2 Although this package of work is over budget it does represent current market conditions and will not make significant impacts on our overall cash flow due to the other major package of works (replacement radiators and pipework) being under budget.

5. Risk

5.1 We consider risk under various contexts e.g., financial, governance, technology etc as per our Risk Management Policy at both strategic and operational levels. No new strategic risks have been identified and no additional operational risks have been identified.

6. Compliance and Assurance

6.1 By procuring this contract in the way detailed in 3.1 we are demonstrating compliance with the Scottish Social Housing Charter:

13. Value for Money

Social landlords manage all aspects of their businesses so that tenants, owners and other customers receive services that provide continually improving value for the rent and other charges they pay.

6.2 By meeting the above requirements we are also meeting Regulatory Requirements and Standards.

6.3 Evidence Bank

6.3.1 Committee is reminded that the assurance exercises are available in the Committee log-in area of our website for its consideration.

7. Summary and Recommendations

7.1 In summary to deliver the replacement windows and external doors we need to employ a contractor to carry out this project. The appointment is based on competitive tenders and the risks have been identified and considered at Section 5.

7.2 You are asked to consider the above and approve the appointment of CCG (Scotland) Ltd in the amount of £1,530,101.00 inclusive of VAT