

THE EXECUTIVE

2 DECEMBER 2003

REPORT FROM THE DIRECTOR OF LEISURE AND ENVIRONMENTAL SERVICES

CONTRACT FOR THE SUPPLY OF CLEANING MATERIALS	FOR DECISION
<p><i>This report relates to the intention to extend an existing contract(s), which the Borough leads on behalf of a number of boroughs, and the Constitution (Contract Rules 3.6 and 4.4) reserves the decision to the Executive.</i></p>	
<p><u>Summary</u></p>	
<p>The existing contract(s) for the supply of cleaning materials was advertised through the European Journal and awarded from November 2001 to May 2004, (to various suppliers). There original contract documents included an option to extend for up to two years, by two 12 month periods. (Executive Minute 250, 27 Nov 2001, refers).</p>	
<p>This is a joint contract with members of the London Contracts & Supplies Group (LCSG), which includes representatives of most of the London boroughs, Metropolitan Police and Universities, who are working towards placing joint contracts to obtain the best value for the supply of various goods and services.</p>	
<p>The London Borough of Barking & Dagenham (LBBD) are the lead borough for this contract. A survey of the participating boroughs was carried out with regard to the service provided by the suppliers and whether the boroughs would like to take up the option to extend the contract for the first 12 month extension period. All of the boroughs have agreed to the proposed 12 month extension.</p>	
<p>The contract originally had six London boroughs participating with an annual joint spend of approximately £500,000, of which the LBBD spent approximately £150,000. There are now fourteen participants with an overall annual spend of approximately £1,250,000 of which this Borough spends approximately £166,000 per annum all of which is met by individual users Revenue accounts. This spend is split between a number of suppliers, all of which are prepared to continue for the extension period.</p>	
<p><u>Recommendation</u></p>	
<p>The Executive is asked, in accordance with Constitution (Contract Rules 3.6 and 4.4), to agree that the supply of cleaning materials should be undertaken through an agreed 12 month extension, as allowed for in the original contract from 1 June 2004 to 31 May 2005.</p>	
<p><u>Reason</u></p>	
<p>To continue with this arrangement of leading the contract process and working with other London boroughs which has increased the Council's ability to obtain competitive prices and improved service levels with the suppliers and increase partnership working with other boroughs and public authorities.</p>	

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Consultation

The following people have seen this report and are happy with it as it stands.

Stefanie Goldsmith, Corporate Procurement Officer
Bob Cooper, Interim Head of Finance, LESD

Background Papers

Executive Minute 250, 27 November 2001 refers.