

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE

COMPUTER PROCUREMENT FRAMEWORK REVIEW

15th April 2003

REPORT BY THE DIRECTOR OF INFORMATION TECHNOLOGY

ABSTRACT

This report advises the selection of suppliers under delegated authority for the supply of desktop computers, laptop computers, file servers, printers and scanners for corporate and educational use for the period 1st March 2003 to 31st August 2003 under the framework contract.

1. RECOMMENDATIONS

The committee is recommended to note the selection of suppliers under delegated authority for the period 1st September 2002 to 28th February 2003 as follows :

Desktop PCs	(Corporate & Education)	Computer Technology (Scotland)
Laptop PCs	(Corporate)	Computer Technology (Scotland)
Laptop PCs	(Education)	Computer Technology (Scotland)
File Servers	(Corporate & Education)	Computer Technology (Scotland)
Printers	(Corporate & Education)	SCC
Scanners	(Corporate & Education)	SCC

2. BACKGROUND

Report No 775/01 recommended the award of selected supplier status under the framework contract to Computer Technology (Scotland) Ltd, Elonex, Research Machines, Specialist Computer Centres and Scotsys.

The framework contract makes provision of review of equipment specifications on a periodic basis. The initial review period was established as being three months. The Committee will recall a recent recommendation that the period be extended to six months to reduce the administration effort involved provided all parties were in agreement to the change. All parties have agreed in writing to the change and therefore the period during which the current review will be valid is from 1st March 2003 to 31st August 2003. The review process is undertaken using the assessment criteria outlined in the framework contract documentation to establish the most economically advantageous submission in each equipment category.

Report No 535/02 approved the delegation of authority to the Director to determine the selection of suppliers providing the lowest submission at each review and instructed the Director to report the review outcome.

3. REVIEW PROCESS

Revised equipment specifications have been determined for each equipment category taking cognisance of improvements in technology and changing operational requirements. The revised specifications were issued to the selected suppliers for submission of pricing for the next period.

Assessment of the submitted documentation, selecting the most economically advantageous submission for each equipment category based on the criteria stated in the framework contract and taking account of operational issues, support service and contract administration, was undertaken by a team of IT staff specialising in procurement, installation, support and maintenance of IT equipment and software for both corporate and educational use.

The assessment process having been undertaken based on the stated criteria, the suppliers selected for each equipment category for both corporate and educational use for the period 1st

March 2003 to 31st August 2003 is as follows : Desktop PCs – CTS, Laptop PCs (Corporate) – CTS, Laptop PCs (Education) – CTS, File Servers – CTS, Printers – SCC, Scanners – SCC.

4. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

5. HUMAN RIGHTS

There are no human rights implications arising from this report.

6. CONSULTATION

The Chief Executive and the Directors of Finance and Law & Administration have been consulted in the preparation of this report.

A Greenhill
Director of Information Technology

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