

ANGUS COUNCIL

RESOURCES AND CENTRAL SERVICES COMMITTEE – 20<sup>th</sup> OCTOBER 2005

SUBJECT: TENDER EVALUATION FOR SCHOOLS ICT HARDWARE MAINTENANCE  
CONTRACT

REPORT BY THE DIRECTOR OF INFORMATION TECHNOLOGY

**ABSTRACT:** This report summarises the evaluation of tenders received for the Schools ICT Hardware Maintenance Contract and recommends the award of contract to Computer Network Services 2000 Ltd as the most commercially advantageous to the council.

**1. RECOMMENDATION**

It is recommended that the committee note the evaluation process undertaken and approve the acceptance of the most commercially advantageous tender to the council by Computer Network Services 2000 Ltd.

**2. BACKGROUND**

In 2002 the Finance and Information Technology Committee approved report 382/02 awarding a contract to Computer Technology (Scotland) Ltd for the hardware maintenance of schools ICT equipment for a period of three years. This arrangement has proven to be a satisfactory method of delivering this particular service.

It is now necessary to undertake another tender to continue this service and in light of on-going reviews of other aspects of IT services on this occasion tenderers were invited to bid for two further years.

Tender documents were issued to the 11 following companies:

1. Computer Network Services 2000 Ltd
2. ROCC IT Services & Maintenance Ltd
3. Computer Technology (Scotland)
4. NVT Computing Ltd
5. PCC Scotland Ltd
6. Computacenter
7. Dacoll Ltd
8. Dell Computer Corporation
9. Hewlett Packard Ltd
10. Research Machines plc
11. ZigZak Computers

Responses were received from Computer Network Services 2000 Ltd, NVT Computing Ltd, Computer Technology (Scotland), Norsk Data (responding to the invitation originally addressed to ROCC IT Services & Maintenance Ltd) and PCC Scotland Ltd

After consultation with the director of Law & Administration the tender process was extended in order to enable schools to complete a comprehensive audit to ensure that the schedule of inventory was accurate after the extensive programme of replacement that occurred during the summer holidays. All tenderers were given the opportunity to re-bid based upon the revised schedule of inventory and four responses were subsequently received.

### 3. TENDER EVALUATION

The tender documents advised that the contract would be awarded on the basis of the most commercially advantageous tender having regard not only to price and value but also to the following criteria:

- (i) tenderers response to pre-qualification application form; and
- (ii) tenderers ability to provide the services as specified by the service requirements and having regard to the information supplied in response to the information requirements to include but not be limited to tenderers organisational and financial profile; proven track record in the provision of similar services to other customers ; quality and strength of tenderers field support resources and contract management systems.

The total contract value is a product of the value of amendments throughout the life of the contract to a bulk price. A method of cost modelling based upon current projections of amendments was used to account for the differences in amendment pricing between tenderers. The revised bids were used for this purpose.

The tender evaluation panel included the IT Department system support manager, two senior support engineers and the Education Department ICT manager. The panel scored the original responses to the tender document against predetermined criteria in a single stage qualitative assessment.

The pricing and qualitative aspects of each bid were then reconciled using the accepted evaluation method with a 70/30 (cost/qualitative) ratio in accordance with financial regulations. The results are given in the table below.

	CNS 2000 Ltd	CTS Ltd	NVT Computing Ltd	Norsk Data
<b>A Total Qualitative Score</b>	575	760	580	180
<b>B Adjusted Total Qualitative Score (fraction of highest score)</b>	0.76	1.00	0.76	0.24
<b>C Qualitative Weighting</b>	30	30	30	30
<b>D Weighted Qualitative Score (B*C)</b>	22.70	30.00	22.89	7.11
<b>E Total Two-Year Modelled Contract Cost</b>	£116,712	£171,564	£130,902	£157,913
<b>F Adjusted Total Two-Year Modelled Contract Cost (1/fraction of lowest)</b>	1.00	0.68	0.89	0.74
<b>G Cost Weighting</b>	70	70	70	70
<b>H Weighted Cost Score (F*G)</b>	70.00	47.62	62.41	51.74
<b>I Total Weighted Score (D+H)</b>	92.70	77.62	85.31	58.84
<b>J Overall Ranking</b>	1	3	2	4

It is therefore recommended that the committee approve the highest ranked tender from Computer Network Services 2000 Ltd.

#### **4. FINANCIAL IMPLICATIONS**

The estimated cost of the contract using the amendment model is approximately £58,000 per annum. This represents a saving in the cost incurred by the existing contract and can be contained within existing revenue resources within Education Department revenue estimates.

#### **5. HUMAN RIGHTS IMPLICATIONS**

There are no human rights implications arising from this report.

#### **6. CONSULTATION**

The Chief Executive, the Directors of Law and Administration and Education and the Acting Director of Finance have been consulted in the preparation of this report.

**A Greenhill**  
**Director of Information Technology**

5<sup>th</sup> October 2005

**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 this report.