

**REPORT TO: DUNDEE CITY COUNCIL - EDUCATION COMMITTEE
18 DECEMBER 2006**

**REPORT ON: PROVISION OF JANITORIAL SUPPLIES - CLEANING
MATERIALS/STORES**

REPORT BY: DIRECTOR OF EDUCATION

REPORT NO: 711-2006

1.0 PURPOSE OF REPORT

1.1 To seek approval to accept a tender for the provision of janitorial supplies - cleaning materials/stores for schools and other educational establishments in Dundee.

2.0 RECOMMENDATIONS

2.1 It is recommended that the Education Committee award the contract for the provision of janitorial supplies - cleaning materials/stores for schools and other educational establishments in Dundee for the period 1 January 2007- 31 December 2009 to:

Allison Gray, Longtown Street, Dundee, DD4 8LF.

3.0 FINANCIAL IMPLICATIONS

3.1 The estimated overall value of the contract is £130,000.00 and the Director of Education has confirmed that expenditure will be met from within the respective Education revenue budgets for supplies and services.

4.0 SUSTAINABILITY POLICY IMPLICATIONS

4.1 The supplier is conscious of environmental issues and where practical materials supplied are compliant with the recommendations within Dundee City Council's sustainability policy and meet all UK Health and Safety Standards.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 NIL

6.0 BACKGROUND

6.1 Tenders were invited by means of a press advertisement for the provision of janitorial supplies - cleaning materials/stores for schools and other educational establishments in Dundee during the period 1 January 2007 to 31 December 2009.

Tenders were received from the following firms:

Unico Ltd, North Main Street, Carronshore, Falkirk FK2 8HT

T and D Cleaning Services Ltd, 29 Victoria Road, Dagenham,
Essex RM10 7XL
Bunzl/ ICCS MacGregor, 13-17 Abbotsinch Road, Grangemouth FK3 9UX
Co-An Group, Railway Road, Welton Industrial Estate, Blairgowrie PH10 6EP
Anglian Chemicals Ltd, Millers Close, Fakenham, Norfolk NR21 8NW
Cannon Consumables Ltd, Lovet House, Lovet Road, The Pinnacles, Harlow,
Essex CM19 STB
Allison Gray, Longtown Street, Dundee DD4 8LF
HCI Cleaning Supplies, Ruthvenfield Avenue, Inveralmond Industrial Estate,
Perth PH1 3WB
Parker Merchanting, Unit 1, 3 Glentye Road, Broadleys Industrial Estate,
Stirling FK8 3RA

6.2 The following criteria were applied in preparing the recommendations for the Education Committee's consideration:

Value for money
Quality of Goods and Service
Ability to provide all items as outlined in the schedule.

The prices quoted by the suppliers were found to be very competitive, however it is considered that the contract should be awarded to a single supplier able to offer the best overall value.

7.0 CONSULTATION

7.1 This report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Finance) and the Depute Chief Executive (Support Services).

8.0 BACKGROUND PAPERS

8.1 None

ANNE WILSON
Director of Education

7th December 2006

AHW/BR/CP