

REPORT TO: Dundee Contract Services Committee – 12th January 2004
REPORT ON: Supply of New Vehicles 2003/2004
REPORT BY: Director of Dundee Contract Services
REPORT NO.: 15-2004

1. PURPOSE OF REPORT

- 1.1 To inform the Committee of fixed prices submitted by vehicle suppliers for additional new vehicles required by Dundee Contract Services for the financial year 2003/2004.

2. RECOMMENDATIONS

- 2.1 It is recommended that the lowest or most advantageous offer as assessed under "Best Value" criteria is accepted for each category of new vehicle required.
- 2.2 The successful suppliers are listed below. See Appendix 1 for price comparisons and assessment summaries.

| Item | No | Supplier | Cost |
|-------------------------|-----------|-------------------------------|-------------|
| Small Combi Type Van | 23 | Arnold Clark (Fiat) Perth | £149,431 |
| 4 WD Double Cab Pick-up | 1 | A M Phillips Ltd., Muirfaulds | £ 14,925 |

3. FINANCIAL IMPLICATIONS

- 3.1 The expenditure of £164,356 plus an estimated £7,500 for paintwork, logos and other associated works (totalling £171,856) can be met from the revenue surplus generated by Dundee Contract Services, in the current financial year or by operating lease if considered appropriate.

4. LOCAL AGENDA 21 IMPLICATIONS

- 4.1 The Committee is asked to note that the diesel engines fitted to the new vehicles meet all relevant legislation relating to exhaust gas emissions.
- 4.2 In addition the vehicles will be subject to regular inspection and maintained to ensure compliance with standards set.

5. EQUAL OPPORTUNITIES IMPLICATIONS

5.1 Under the Local Government Act 1988 potential suppliers are required to complete and return a questionnaire to ensure their business complies with the Race Relations Act 1976.

5.2 All companies listed in the Appendix comply fully with the Act.

6. MAIN TEXT

6.1 Fixed price tenders were invited from suitable companies to supply additional new vehicles required by Dundee Contract Services for the financial year 2003/2004.

6.2 Each valid tender was subject to evaluation to determine "Best Value" which took into account tender price, discount, delivery dates, warranties, maintenance requirements, driver response, reliability, operational needs, residual values, hire costs and after sales service. The contracts will be awarded to the lowest or most advantageous offer for each category of vehicle as assessed under "Best Value" with emphasis placed on price, driver response, delivery dates, operational needs, after sales service and long term cost of ownership.

7. CONSULTATION

7.1 The Chief Executive, Depute Chief Executive (Support Services) and Depute Chief Executive (Finance), have been consulted on the preparation of this report.

8. BACKGROUND PAPERS

8.1 Unless stated otherwise 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.

R P JACKSON
DIRECTOR OF DUNDEE CONTRACT SERVICES

Date: 5th December 2003

APPENDIX 1

Supply of New Vehicles 2003/2004

Fixed Price Tender Details and Assessment Summaries

1. Tender Requirements

| <u>Item</u> | <u>Description</u> | <u>No.</u> | <u>Comment</u> |
|-------------|------------------------|------------|--------------------------------------|
| A | Small Combi Type Van | 23 | Additional to meet operational needs |
| B | 4WD Double Cab Pick-up | 1 | Replace used Land Rover |

2. Tender Assessment Summaries (Best Value)

| <u>Item</u> | <u>Supplier</u> | <u>Make/Model</u> | <u>Cost</u> | <u>Assessment</u> | |
|-------------|----------------------|-------------------|-------------|-------------------|----------------------|
| A | A M Phillip | Ford T200 | £178,664 | Accept | |
| A | A Clark (Renault) | Renault Kangoo | £155,779 | | |
| A | A Clark (Vauxhall) | Vauxhall Combo | £213,762 | | |
| A | A Clark (Fiat) | Fiat Doblo | £149,431 | | |
| A | Arnold Clark (Perth) | Fiat Doblo 105 | £155,181 | | |
| A | Macrae & Dick | Ford T200 | £229,839 | | |
| A | Inveralmond Motors | Renault Kangoo 60 | £156,952 | | |
| A | Inveralmond | Renault Kangoo 70 | £158,884 | | |
| B | A M Phillip | Ford Ranger | £14,925 | Accept | |
| B | Rossleigh | Land Rover | £20,194 | | |
| B | Macrae & Dick | Ford Ranger | £20,194 | | |
| B | A Clark | Nissan D22 | £14,145 | | Not to specification |
| B | Struans | Toyota Hilax | £17,465 | | |

New Vehicle Tenders 2003/04

Assessments

| <u>Supplier</u> | <u>Delivery</u> | <u>Unit Price</u> <u>£</u> | <u>X23</u> <u>£</u> |
|------------------------|------------------------|---|--------------------------------------|
| A M Phillip | 2/3 weeks | 7,768 | 178,774 |
| A Clark (Vauxhall) | 8/10 weeks | 9,294 | 213,762 |
| A Clark (Renault) | 5/6 weeks | 6,773 | 155,779 |
| A Clark (Perth) | 6/8 weeks | 6,497 | 149,431 |
| A Clark (Perth) | 6/8 weeks | 6,747 | 155,181 |
| Macrae & Dick | 3 weeks | 9,993 | 229,839 |
| Inveralmond Renault | 6/8 weeks | 6,824 | 156,952 |
| Inveralmond Renault | 6/8 weeks | 6,908 | 158,884 |