

REPORT TO: Policy & Resources Committee –12th June, 2000

REPORT ON: Floor Covering Work to Council Properties (Excluding Housing)
Schedule of Rates Contract For Floor Covering Work 2000/2001
Contract Nr 00-2301

REPORT BY: City Architectural Services Officer

REPORT NO: 335-2000

1.0 PURPOSE OF REPORT

- 1.1 This report requests a decision on acceptance of tenders received for floor covering work to Council properties.

2.0 RECOMMENDATIONS

- 2.1 Approval is recommended of the acceptance of the tenders submitted by the following firms:

James A Cargill, Arbroath
G D Harrow, Forfar
Hawkhill Carpets & Flooring, Dundee
Nordskan Ltd, Dundee
Scott & Swan, Dundee
John Swan, Dundee

3.0 FINANCIAL IMPLICATIONS

- 3.1 The Director of Finance has stated that the cost of the works will be met from allowances made in the Council departments' appropriate Revenue and Capital budgets.

4.0 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 None.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 None.

6.0 TENDER REPORT

- 6.1 Tenders were invited to enable various Council Departments to appoint Contractors to renew floor coverings to Council properties (excluding housing) as and when required over a one-year period ending on 31 May 2001. This Schedule of Rates will be used for projects not exceeding £25,000 in value.
- 6.2 In this Floor Covering Schedule of Rates the document for pricing contains items for a range of various floor coverings and associated works with tenderers requested to insert rates against each item. Each tenderer was also required to stipulate the maximum value of work which his/her firm would be capable of executing during any individual month throughout the contract period. Placing an order involves identifying the lowest contractor for the floor covering required on a project provided that the total falls within the contractors monthly maximum value.

Seven tenders were invited and six priced schedules were returned by the following firms:

James A Cargill, Arbroath
G D Harrow, Forfar
Hawkhill Carpets & Flooring, Dundee
Nordskan Ltd, Dundee
Scott & Swan, Dundee
John Swan, Dundee

It is recommended that all six tenders be accepted and the Contractor selected to carry out the work for a project will be the one who will represent best value for the type of work included in that project.

7.0 CONSULTATIONS

The Director of Finance has been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

- 8.1 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.

City Architectural Services Officer
31 May 2000