

REPORT TO: HOUSING COMMITTEE – 21 JUNE 2004

REPORT ON: Council Houses (Various Properties)
Carriers and Removal Contracts 2004-2006
Contract Nos. 04-2307 A & B

REPORT BY: City Architectural Services Officer

REPORT NO: 470-2004

1.0 PURPOSE OF REPORT

- 1.1 This report requests a decision on acceptance of the Schedule of Rates tenders received for carriers and removal contracts at various housing properties.

2.0 RECOMMENDATIONS

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

<u>Full Removals</u>	Alexander Removals Ltd, Dundee Dundee Removal Service Ltd, Dundee Leadingham Removals, Dundee
<u>Small Works</u>	McIntosh Removals, Dundee

3.0 FINANCIAL IMPLICATIONS

- 3.1 Costs will only be incurred when projects are identified and these works will be funded from the same source as each project.

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 the Director of Housing to appoint Contractors to carry out removals to storage or another house and return of furniture etc generally for Council tenants to allow works to be carried out within houses, as and when required over a period up to the end of March, 2006. Tenderers were requested to insert rates in the tender documents for a range of items.
- 6.2 Two sets of tender documents were prepared and issued, one to cover full house removals for large programmed works and the other for small contracts where firms were asked to provide hourly rates for labour and transport be available at short notice for individual removals.
- 6.3 Five tenders were invited for the full removals and three priced schedules were returned by the following firms:-

Alexander Removals, Dundee
Dundee Removal Service, Dundee
Leadingham Removals, Dundee

It is recommended that all the 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 works included in that project.

- 6.4 Three tenders were invited for the small works but only one priced schedule was returned by the following firm:-

McIntosh Removals, Dundee

It is recommended that this tender be accepted which will provide the facility for any small works identified.

7.0 **CONSULTATIONS**

The Chief Executive and the Depute Chief Executives (Finance) and (Support Services) have been consulted during 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
16 June 2004

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