

**REPORT TO: ECONOMIC DEVELOPMENT COMMITTEE - 11TH FEBRUARY 2002**

**REPORT ON: TAYSIDE HOUSE - CLEANERS CUPBOARDS UPGRADE**

**REPORT BY: DIRECTOR OF ECONOMIC DEVELOPMENT**

**REPORT NO: 76-2002**

## **1 PURPOSE OF REPORT**

- 1.1 This report details a quotation received and requests a decision on acceptance thereof.

## **2 RECOMMENDATIONS**

- 2.1 Approval is recommended of the acceptance of the quotation submitted by the undernoted contractor.

<b>Project Reference/Project Description</b>	<b>Contractor</b>	<b>Quotation Amount</b>
Upgrading seven cleaners cupboards to provide separate dishwashing and cleaning areas	Dundee Contract Services	£10,369.59

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The Director of Finance has confirmed that funding for the above project is available as detailed on the attached sheet.

## **4 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 None.

## **5 BACKGROUND PAPERS**

- 5.1 Unless stated otherwise on the attached sheet, 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.

## **6 FURTHER INFORMATION**

- 6.1 The work is required for health & safety reasons, to improve the physical division between general cleaning operations and dishwashing areas.
- 6.2 Detailed information relating to the quotation is included on the attached sheet.

## **7 CONSULTATIONS**

- 7.1 The Chief Executive, Director of Finance and Director of Support Services have been consulted and are in agreement with the contents of this report.

**DIRECTOR OF ECONOMIC DEVELOPMENT ..... Date .....**

## ECONOMIC DEVELOPMENT COMMITTEE

CLIENT	ECONOMIC DEVELOPMENT
PROJECT DESCRIPTION	REPLACE EXISTING KITCHEN UNIT SUPPLY AND INSTALL STAINLESS STEEL SINK AND REDECORATE SEVEN CLEANERS CUPBOARDS
TOTAL COST	£10,369.59
FUNDING SOURCE	ECONOMIC DEVELOPMENT
BUDGET PROVISION & PHASING	CAN BE MET FROM WITHIN THE FINANCIAL PLAN 2001-2004 INCORPORATING THE ECONOMIC DEVELOPMENT CAPITAL BUDGET 2001/2002
ADDITIONAL FUNDING	NONE
REVENUE IMPLICATIONS	NONE
LOCAL AGENDA 21 IMPLICATIONS	NONE
EQUAL OPPORTUNITIES	NONE
TENDERS	DUNDEE CONTRACT SERVICES UPGRADED ONE CUPBOARD AS A PILOT IN 2000 AND WERE INVITED TO SUBMIT A QUOTATION FOR THE OTHER CUPBOARDS  DUNDEE CONTRACT SERVICES £10,369.59
RECOMMENDATION	ACCEPTANCE OF QUOTATION
ALLOWANCES	NONE
SUB-CONTRACTORS	NONE
BACKGROUND PAPERS	NONE