**REPORT TO:**       **POLICY AND RESOURCES COMMITTEE - 9 MARCH 2015**

**REPORT ON:**       **SUPPLY OF I.T. EQUIPMENT**

**REPORT BY:**       **HEAD OF INFORMATION TECHNOLOGY**

**REPORT NO:**       **78-2015**


**1.0    PURPOSE OF REPORT**

1.1    Report for information to Committee. The I.T. Equipment purchased under the Crown Commercial Service procurement scheme and Public Contracts Scotland framework agreements.


**2.0    RECOMMENDATIONS**

2.1    The Committee is recommended to:

    i)    Note the I.T. purchases amounting to £ 213,721 detailed in appendix 1. This covers the period 1 October 2014 to 16 February 2015

    ii)    Note on-going engineering maintenance costs of £ 11,790 per annum for the above purchases.


**3.0    FINANCIAL IMPLICATIONS**

3.1    The Director of Corporate Services has confirmed that equipment with a capital value of £ 53,383 was funded through the current year's allowance of £ 885,000 for Computer Equipment in the Corporate Services Department's Capital Plan.

3.2    The Director of Corporate Services has confirmed that equipment with a capital value of £ 67,915 was funded through the current year's allowance of £ 596,000 for Schools Computer purchases in the Corporate Services Capital Plan.

3.3    Equipment with a value of £ 92,423 was funded through existing approved departmental budgets.

3.4    The annual recurring engineering maintenance cost of £ 11,790 will be met from the 2014/2015 Revenue expenditure for the I.T. Division.


**4.0    MAIN TEXT**

4.1    Cost-effective procurement of I.T. infrastructure and software in the Public Sector is largely done through aggregated, pre-tendered framework agreements. These agreements ensure that Public Sector agencies and Local Authorities can take advantage of aggregated demand and pricing. The main procurement routes are the Crown Commercial Service procurement scheme and Public Contracts Scotland framework agreements.

4.2    The Head of Information Technology regularly reports to the Policy and Resources Committee on the I.T. purchases made through the pre-tendered Crown Commercial Service procurement scheme and Public Contracts Scotland framework agreements. All of the expenditure noted in 3.0 above is from approved 2014/15 Revenue and Capital budgets.

4.3    Appendix 1 details the purchases made from 1 October 2014 until 16 February 2015.

**5.0     POLICY IMPLICATIONS**

5.1     This report has been screened for any implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality impact Assessment and Risk Management. There are no major issues.


**6.0     CONSULTATIONS**

6.1     The Chief Executive, Director of Corporate Services and Head of Democratic and Legal Services have been consulted.


**7.0     BACKGROUND PAPERS**

7.1     None


Mr. Ged Bell.  Head of Information Technology          Date:  18 February 2015

**Details of I.T. Equipment purchased.**

**1 October 2014 until 16 February 2015**

| Name of Company | Value of procurement | Equipment types |
|---|---|---|
| Hewlett Packard | £30,401 | Desktops / Monitors |
| Misco | £53,800 | Peripherals / Laptops / NC |
| Insight | £79,127 | Peripherals / Laptops / Servers / Storage |
| AVM Education | £ 26,509 | AV / Interactive Whiteboards |
| Kelway | £12,501 | Server |
| XMA | £11,383 | Tablets / Laptops |
| **Total** | **£213,721** | |

| Equipment Type | Quantity |
|---|---|
| Servers / Storage | 9 |
| Desktop PCs | 53 |
| Network Computers (NC) | 52 |
| Monitors | 70 |
| Printers | 3 |
| Network Hubs | 7 |
| Laptops | 51 |
| Tablets | 33 |
| Peripherals | 135 |
| Interactive Whiteboards | 11 |