

REPORT TO: Environmental Services And Sustainability Committee - 19 January 2004

REPORT ON: Tenders Received

REPORT BY: City Architectural Services Officer

REPORT NO: 79-2004

PURPOSE OF REPORT

This report details tenders received and requests a decision on acceptance thereof.

RECOMMENDATIONS

Approval is recommended of (1) the acceptance of the tenders submitted by the undernoted contractors and (2) the undernoted total amount, including allowances, for each project:

Project Reference	Project	Contractor	Tender Amount	Total Amount	Finance Available
03-032	8 City Square - Alterations to Office and Reception Area	Dundee Contract Services	£9,800.00	£11,500.00	£11,500.00

FINANCIAL IMPLICATIONS

The Depute Chief Executive (Finance) has confirmed that funding for the above projects is available as detailed on the attached sheets.

CONSULTATIONS

The Client Department has been consulted with regard to Local Agenda 21 and Equal Opportunities implications and the Chief Executive and the Depute Chief Executives (Support Services) and (Finance) have also been consulted in the preparation of this report.

BACKGROUND PAPERS

Unless stated otherwise on the attached sheets, 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.

FURTHER INFORMATION

Detailed information relating to the above Tenders is included on the attached sheets.

John T P Porter
City Architectural Services Officer
8 January 2004

79-2004

ENVIRONMENTAL SERVICES and SUSTAINABILITY COMMITTEE - 19 JANUARY 2004

CLIENT	Environmental Health and Trading Standards						
PROJECT REFERENCE	03-032						
PROJECT	8 City Square						
DESCRIPTION OF WORKS	Alterations to Office and Reception Area Relocation of reception desk and alterations to form a new office						
TOTAL COST	<table> <tr> <td>Several Works</td><td>£9,800.00</td></tr> <tr> <td>Allowances</td><td>£1,700.00</td></tr> <tr> <td>TOTAL</td><td>£11,500.00</td></tr> </table>	Several Works	£9,800.00	Allowances	£1,700.00	TOTAL	£11,500.00
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Allowances	£1,700.00						
TOTAL	£11,500.00						
FUNDING SOURCE	Capital						
BUDGET PROVISION & PHASING	2003/2004 £11,500.00						
ADDITIONAL FUNDING	None						
REVENUE IMPLICATIONS	None						
LOCAL AGENDA 21	Resources are used efficiently and waste is minimised						
EQUAL OPPORTUNITIES	None						
TENDERS	<table> <tr> <td>Schedule of Rates</td><td></td></tr> <tr> <td>1 Dundee Contract Services</td><td>£9,800.00</td></tr> </table>	Schedule of Rates		1 Dundee Contract Services	£9,800.00		
Schedule of Rates							
1 Dundee Contract Services	£9,800.00						
RECOMMENDATION	Acceptance of offer						
ALLOWANCES	<table> <tr> <td>Professional Services</td><td>£1,700.00</td></tr> <tr> <td>TOTAL</td><td>£1,700.00</td></tr> </table>	Professional Services	£1,700.00	TOTAL	£1,700.00		
Professional Services	£1,700.00						
TOTAL	£1,700.00						
SUB-CONTRACTORS	None						
BACKGROUND PAPERS	None						