

Record of Delegated Executive Decision(s)

1. Subject of decision

Award of Contract for the supply of Frozen Foods

2. Name and Title of Decision Maker

Mark Longstaff, Head of Commissioning and Asset Management

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

4. Executive summary (To be taken from written report)

A tendering exercise for the supply of Frozen Foods was completed In accordance with Council Standing Orders.

The procurement exercise exceeded £500,000 as the annual total cost has been estimated at £750,000.

This report seeks the approval to award a 36- month contract to the preferred bidder. This will enable the Authority to fulfil its statutory duty to provide school meals

5. Alternative Options considered

A full tendering exercise was undertaken and bids evaluated against price and quality

6. Decision(s)

To comply with European Legislation a tendering exercise was completed.

The tender was evaluated on both price and quality

On completion of the tender exercise it has been decided to award a 36-month contract to the preferred bidder for the supply of Frozen Foods to the Authority.

7. Reasons for the Decision(s)

In order to comply with the Authority's statutory duty to provide school meals a new contract for the supply of Frozen Foods had to be procured. The decision to award to the preferred bidder was based on both price and quality to ensure best value for the Authority

8. Date Decision Made

18 June 2019

To be completed by Democratic Services

9. Is this decision subject to call-in and if so expiry date of call-in period

Yes, the call-in period expires at 5.00pm on Tuesday 25 June 2019

10. Date of Publication

18 June 2019

11. Implementation Date (if decision not called in)

After 5.00pm on Tuesday, 25 June 2019

*Note – The decision is not subject to Call-In, as agreed by the Chair of Council, due to the following reasons(s):